

## PROFESSIONAL SERVICE AGREEMENT

\_\_\_\_\_ (client) hereby retains Wold Consulting, PC to perform management and advisory services on his/her behalf on an ongoing basis. **CLIENT MAY CANCEL THIS CONTRACT AT ANY TIME BY NOTIFYING WOLD CONSULTING, PC. IN WRITING**, and shall only be billed and responsible for services already performed up to the time of said cancellation.

During the course of this agreement, Wold Consulting, PC may compile periodic financial statements of client. A compilation is limited to presenting in the form of financial statements, information that is the representation of management. We will not audit or review the financial statements and, accordingly, will not express an opinion or any other form of assurance on them. The financial statements will not be accompanied by a report. Other data accompanying the financial statements are presented only for supplementary analysis purposes and will be compiled from information that is the representation of management, without audit or review, and we do not express an opinion or any other form of assurance on such data.

Client agrees these statements are for management's use only and are not intended for third-party use.

Material departures from generally accepted accounting principles (GAAP) or other comprehensive basis of accounting (OCBOA) may exist and the effects of those departures, if any, on the financial statements may not be disclosed. In addition, substantially all disclosures required by GAAP or OCBOA may be omitted. Notwithstanding these limitations, you represent that you have knowledge about the nature of the procedures applied and the basis of accounting and assumptions used in the preparation of the financial statements that allows you to place the financial information in the proper context. Further, you represent and agree that the use of the financial statements will be limited to members of management with similar knowledge. The financial not intended to be and should not be used by any other party.

Client agrees to pay Wold Consulting, PC. For any time spent by its staff in rendering services on client's behalf according to the then current Wold Consulting, PC fee schedule. Monthly bills shall be paid within thirty (30) days of date of billing. Late payments shall result in a finance charge of 1.5% per month, which is an annual percentage rate of 18%. A minimum monthly finance charge of \$.50 pay be charged for all overdue account balances. Failure to make such payments shall entitle Wold Consulting, PC at its option to refuse continuation of services. Client agrees to pay all reasonable collection expenses and legal interest resulting from failure to make any payment provided herein.

Client agrees that during the term of this agreement and for one year after its termination the client shall not offer employment, directly or otherwise, to anyone who is either currently employed by Wold Consulting, PC or has been employed by Wold Consulting, PC within the past year unless the client first obtains written permission from Wold Consulting, PC.

***IRS-REQUIRED DISCLOSURE: THE IRS REQUIRES US TO INFORM YOU THAT ANY FEDERAL TAX ADVICE PROVIDED BY US IS NOT INTENDED OR WRITTEN TO BE USED, AND CANNOT BE USED, BY YOU FOR THE PURPOSE OF AVOIDING TAX PENALTIES THAT MAY BE IMPOSED ON YOU UNLESS WE EXPRESSLY STATE THAT SUCH ADVICE IS INTENDED TO BE USED BY YOU FOR THE PURPOSE OF AVOIDING TAX PENALTTIES THAT MAY BE PROPOSED TO BE IMPOSED ON YOU BY THE IRS.***

***IT IS EXPRESSLY UNDERSTOOD THAT WHILE WOLD CONSULTING, PC. DOES PROVIDE BUSINESS CONSULTING SERVICES, IT DOES NOT PROVIDE LEGAL SERVICES, INVESTMENT ADVISORY SERVICES OR AUDIT OR REVIEW SERVICES. OUR ENGAGEMENT UNDER THIS AGREEMENT CANNOT BE RELIED UPON TO DISCLOSE ERRORS, IRREGULARITIES, OR ILLEGAL ACTS INCLUDING FRAUD OR DEFALCATIONS THAT MAY EXIST. CLIENT AGREES TO INDEMNIFY AND HOLD HARMLESS WOLD CONSULTING, PC. FROM CLAIMS FOR THE PROVISION OF SUCH EXCLUDED SERVICES BY WOLD CONSULTING, PC OR ITS STAFF. FURTHER, YOU AGREE NOT TO TAKE OR ASSIST IN ANY ACTION SEEKING TO HOLD US LIABLE FOR DAMAGES DUE TO ANY DEFICIENCY IN THE FINANCIAL STATEMENTS WE PREPARE AND YOU AGREE TO HOLD US HARMLESS FROM ANY LIABILITY AND RELATED LEGAL COSTS ARISING FROM ANY THIRD-PARTY USE OF THE FINANCIAL STATEMENTS IN CONTRAVENTION OF THE TERMS OF THIS AGREEMENT.***

I have read the above, and I understand and agree to its terms and conditions.

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Title

# Wold Consulting, PC

## Client Information Form

Name \_\_\_\_\_

Spouse's Name \_\_\_\_\_

Your Social Security No. \_\_\_\_\_ Birthdate: \_\_\_\_\_

Spouse's Social Security No. \_\_\_\_\_ Birthdate: \_\_\_\_\_

Dependents:	<u>Name</u>	<u>Birthdate</u>	<u>Relationship</u>
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

Business Name \_\_\_\_\_

Business Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Business Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

Home Address \_\_\_\_\_

\_\_\_\_\_

Home Phone # (      ) \_\_\_\_\_

Email Address (H) \_\_\_\_\_

Email Address (W) \_\_\_\_\_

Other Current Advisors: (Please provide name, address & phone number)

Attorney \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Accountant \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Financial Advisor \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Other \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How did you hear about us? \_\_\_\_\_

\_\_\_\_\_

If referral, by whom? \_\_\_\_\_