

J-TAX-S INC.

PRIVACY POLICY

Like other providers of personal financial services, enrolled agents are required by law to inform clients of company policies regarding the privacy of client information. EAs continue to be bound by strict professional standards of confidentiality; we have always protected your right to privacy. Additionally, state and federal law provide for criminal penalties for tax return preparers who disclose client information. Your written consent will be obtained before J-tax-S Inc. uses or discloses your information for any purpose other than the preparation of your tax return.

Types of Non-public Personal Information We Collect

J-tax-S Inc. collects non-public personal information about you that you provide to us, or by which is obtained by us with your authorization. Examples of sources from which we collect information includes client phone calls, interviews, client emails and letters, tax returns, and questionnaires concerning financial history.

Parties to Whom We Disclose Information

Current and former clients' non-public personal information obtained in the course of providing accounting services is not disclosed except as required or permitted by law. Permitted disclosures include providing client information to J-tax-S Inc. employees and, in limited circumstances, to unrelated third parties who require such information to assist J-tax-S Inc. in providing client services. The confidential nature of the shared information is emphasized in all circumstances.

Protecting the Security and Confidentiality of Current and Former Client Information

J-tax-S Inc. retains records relating to professional services provided to clients so that we may better assist clients with their professional needs. Additionally, records are retained in some circumstances to comply with professional guidelines and requirements. To protect your nonpublic personal information, J-tax-S Inc. maintains electronic, physical, and procedural safeguards in compliance with IRS standards.

Your privacy, our professional ethics requirements, and our ability to provide quality tax preparer services are important to our firm. If you have any questions regarding J-tax-S Inc.'s privacy policy, please call us at (717) 246-3398.