

# Privacy Notice

As tax preparers, we have always protected your right to privacy. Federal law requires this consent form be provided to you. Unless authorized by law, we cannot use, without your consent, your tax return information for purposes other than the preparation and filing of your tax return.

We collect nonpublic personal information about you that is provided to us by you or obtained by us with your authorization.

For current and former clients, we do not disclose any nonpublic personal information obtained in the course of our practice except as required or permitted by law. Permitted disclosures include, for instance, providing information to our employees, and in limited situations, to unrelated third parties who need to know that information to assist us in providing services to you. In all such situations, we stress the confidential nature of information being shared.

We retain records relating to professional services as required by federal law, to assist you with your professional needs, and to comply with professional guidelines. In order to guard your nonpublic personal information, we maintain physical, electronic, and procedural safeguards that comply with our professional standards. Please call if you have any questions, because your privacy, our professional ethics, and the ability to provide you with quality financial services are very important to us.

## Disclosure Authorization

(to allow us to send or discuss your information with a third party, (i.e. Loan company, or individual)

You are not required to complete this form. If we obtain your signature on this form by conditioning our service on your consent, your consent will not be valid.

Your consent is valid for the amount of time that you specify (maximum of 5 years).  
If you do not specify the duration of your consent, your consent is valid for one year.  
Duration of Consent (optional): \_\_\_\_\_

I, authorize STEADMAN TAX SERVICES LLC to discuss and provide my

\_\_\_\_\_  
(enter specifics by year)

To: \_\_\_\_\_  
(enter persons name, if a company, must provide name of individual)

If you believe your tax return information has been disclosed or used improperly in a manner unauthorized by law or without your permission, you may contact the Treasury Inspector General for Tax Administration (TIGTA) by telephone at 1-800-366-4484, or by email at [complaints@tigta.treas.gov](mailto:complaints@tigta.treas.gov) <<mailto:complaints@tigta.treas.gov>>.

If Disclosure is for a business, please enter business name, primary owner name, title and signature.

\_\_\_\_\_  
(Taxpayer) Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Spouse) Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Business name if applicable)

\_\_\_\_\_  
Owner Name & Title (complete taxpayer line above)