



2018 Tax Preparation Program

APPLICATION

REQUIRED ATTACHMENTS

Incomplete applications cause delays in the process. Please submit application with the following:

- Residency Form
- Relationship Disclosure Form
- Attachments Required for Residency Form
- Application and forms are complete

Application WILL NOT be considered unless it includes all required documents

Applicants in default of any BBEDC programs are no longer eligible to participate in other BBEDC programs or services until fully compliant.

APPLICANT INFORMATION

Name: _____ Spouse Name: _____

Mailing Address: _____ Email Address: _____

Cell Phone: _____

Home Phone: _____

Tax Preparer: _____ Number of commercial fishermen that are part of the application: _____

Name and age of dependents on Tax Return

If children are 18 or over, they must fill out their own Tax Preparation Program application.

Name	Age	Name	Age
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Why did you apply for this program and how will it assist you?

APPLICANT ACKNOWLEDGEMENTS

- The BBEDC Tax Preparation Program is available to residents of the BBEDC Communities. Participants are required to submit a Residency Form (with required attachments) with this Registration, unless a completed Residency Form (with attachments) has been submitted within the last 12 months. It is the Participants responsibility to assure that a current Residency Form is provided or on file with BBEDC.
- BBEDC will pay up to \$125.00 per eligible return for approved participants while funds are available.
- Participants must contact the tax preparer him/herself – BBEDC will not contact the Tax Preparer on behalf of participant.
- Tax preparer must be a qualified preparer (according to BBEDC program requirements). It is the participant’s responsibility to assure that the tax preparer is among those approved by BBEDC.
- Participant agrees that the Tax Preparer may provide information to BBEDC including the number of people affected/included in each tax return, the total refund (if any) from the IRS, the occupation of the individuals included in the tax return and the total cost of preparation of the return.

6. All Participants over the age of 18 must fill out a Tax Preparation registration and Residency form.
7. **Client Acceptance of Services; Indemnity and Release.** Client hereby accepts the Services as provided by Tax Preparer and confirms (1) that he/she shall not request or accept any services under this Agreement related to taxes due for any other year, (2) that he/she resides in one of BBEDC's 17 CDQ communities as confirmed by the submittal of a completed BBEDC Residency Form and (3) that he/she has registered with BBEDC to participate in the Tax Preparation Program.
 - a. In accepting the Services provided under this Agreement, Client agrees to indemnify, release, and hold BBEDC, its directors, officers, employees, contractors and agents, harmless from and against any disputes which might arise from transactions performed or contemplated by this Agreement, including but not limited to tax preparation errors, audits or penalties paid as a result of such services, or any other financial or personal loss or outcome, whether known, unknown, or even contemplated by the parties at the time of the execution of this Agreement, whether through the fault of BBEDC, the Tax Preparer or otherwise. This indemnity and release shall include costs and attorney's fees incurred by BBEDC in defending itself from any filed or threatened legal action related to this Agreement.
8. **Client's Right to Legal Counsel.** BBEDC and Tax Preparer are not providing legal services under this Agreement. BBEDC hereby advises the Client that he/she may retain legal counsel for the transactions contemplated herein. BBEDC and Client agree that legal counsel may not be necessary because the transactions contemplated in this Agreement are not complex. However, in the event of a complication, the Client is advised to obtain legal counsel.
9. **Client Agreement to Provide Information.** In order to facilitate BBEDC's reporting of the success of its tax preparation program, BBEDC must obtain information about services provided to parties under the program, as well as the household information for persons receiving such services, but not information about individual income or individual taxes paid. By accepting the services under this Agreement, the Client agrees to the release to BBEDC by the Tax Preparer of information related to the Services for program analysis. This information will be treated as confidential. The client's name or other information will not be released, except to the tax preparer during the course of providing services under this agreement, without the client's specific permission.
10. **Miscellaneous Provisions.** This is the entire agreement between the parties. Time is of the essence in this Agreement, which shall be governed by the laws of the State of Alaska. This Agreement may not be modified except by a written amendment signed by the parties nor assigned without the express written consent of the parties. Signature by counterparts or facsimile is acceptable, with original documents to follow by mail. This Agreement binds and inures to the benefit of the parties' respective heirs, representatives and assigns.

My signature below indicates that I understand the statements above and indicates that the information contained in this application is true and accurate to the best of my knowledge. I acknowledge that providing false or misleading information may result in my disqualification from this and other BBEDC programs.

Signature of Applicant

Date

Applications must be signed and complete when submitted to BBEDC.

For BBEDC Use only:

Complete; Residency Form & Attachment; Relationship Form; Card Sent; Approved on/by: _____