

# Terms of Service (Website + Services)

**Effective Date:** December 2, 2025

**Business Name:** Ledger Inc Tax and Business Advisory (“Company,” “we,” “us,” “our”)

**Website:** [www.Ledger.tax](http://www.Ledger.tax)

## 1. Acceptance of Terms

By accessing or using our website and/or any services offered by Ledger Inc Tax and Business Advisory, you agree to be bound by these Terms of Service (“Terms”). If you do not agree, do not use our website or services.

## 2. Scope of Services

We provide professional services including, but not limited to:

- Tax preparation and filing
- Bookkeeping and accounting support
- CFO/advisory and consulting services
- Tax planning and compliance assistance

All services are provided under separate engagement letters or service agreements that define the scope, fees, deadlines, and responsibilities. If there is any conflict between these Terms and an engagement letter, the engagement letter controls.

## 3. No Professional Relationship by Website Use

Use of this website, including downloading content or submitting forms, **does not create a client-accountant relationship**. A professional relationship begins only when we have both:

1. confirmed acceptance of you as a client, and
2. executed a written engagement letter.

## 4. Not Legal or Financial Advice Through Website

Information on our website is for general informational purposes only and is not intended as tax, legal, or financial advice for your specific circumstances. You should consult us or another qualified professional before acting on any information.

## 5. Client Responsibilities

When you engage us for services, you agree to:

- Provide complete and accurate information in a timely manner
- Maintain documentation supporting income, deductions, credits, and other tax positions

- Review deliverables (returns, reports, financials) for accuracy before submission
- Notify us promptly of errors, omissions, notices, or changes
- Understand that you are ultimately responsible for your tax filings and financial decisions

## **6. IRS Circular 230 Disclosure**

To ensure compliance with IRS regulations, any tax advice contained in any communication from us (including email, website content, or attachments) is not intended or written to be used, and cannot be used, to avoid penalties under the Internal Revenue Code or to promote, market, or recommend any transaction to another party unless explicitly stated otherwise in a signed engagement.

## **7. Fees and Payment**

Fees and payment terms are described in your engagement letter or invoice. Unless otherwise stated:

- Fees are due upon receipt
- Past-due balances may incur interest or collection costs as allowed by law
- We may suspend work if accounts become overdue

## **8. Delivery Timelines**

We strive to meet agreed deadlines but depend on timely client cooperation. Delays in receiving required information may result in missed deadlines, extension filings, or additional fees.

## **9. Electronic Communications & E-Signatures**

You consent to communicate electronically with us (email, portal, text, e-signature). While we use reasonable safeguards, electronic communications may carry risks. You agree not to hold us liable for unauthorized interception beyond our control.

## **10. Confidentiality**

We take confidentiality seriously and follow applicable professional standards. Details are further described in our Privacy Policy.

## **11. Third-Party Tools and Platforms**

We may use third-party providers (e.g., client portals, e-signature services, accounting software) to deliver services efficiently. We are not responsible for third-party outages or security incidents outside our reasonable control.

## **12. Intellectual Property**

All website content, branding, templates, text, graphics, and resources are owned by or licensed to us unless stated otherwise. You may not reproduce or distribute our content without prior written consent.

## **13. Limitation of Liability**

To the maximum extent permitted by law:

- We are not liable for indirect, incidental, special, or consequential damages.
- Our aggregate liability for any claim related to services is limited to the fees you paid us for the specific service giving rise to the claim.
- We are not responsible for penalties, interest, or damages resulting from inaccurate or incomplete information provided by you, or decisions you make based on deliverables.

Some states do not allow certain limits; in those states, our liability is limited to the greatest extent allowed.

## **14. Indemnification**

You agree to indemnify and hold us harmless from claims, losses, or expenses arising from your misuse of our website, violation of these Terms, or provision of false/incomplete information.

## **15. Termination**

Either party may terminate a client engagement as provided in the engagement letter. Termination of services does not eliminate your responsibility to pay for work performed.

## **16. Governing Law**

These Terms are governed by the laws of the Commonwealth of Virginia, without regard to conflict of law principles. Any disputes will be brought in courts located in Virginia.

## **17. Changes to Terms**

We may update these Terms from time to time. Updates are effective when posted on this page with a revised effective date. Continued use of the website or services constitutes acceptance.

## **18. Contact**

Questions about these Terms or our services:

**Email:** [Office@Ledger.tax](mailto:Office@Ledger.tax)

**Phone:** 392-5080

**Website:** [www.Ledger.tax](http://www.Ledger.tax)

**Mailing Address:** 8859 Sudley Road, Manassas, VA 20110

