Karas Seipel Tax Team LLC
28-10 23rd Ave, Ste 120
Astoria, NY 11105

The following pages of this document are provided to you as required by the:

New York City
Department of Consumer Affairs

By law, tax preparers must give you a free, current, and legible copy of the Consumer Bill of Rights Regarding Tax Preparers before beginning any discussions about tax preparation services. The tax preparer must let you review that document and answer any questions you have.

To file a company about this business, contact **311** or visit DCA's website **nyc.gov/dca**

Michelle Seipel, Enrolled Agent

Enrolled agent status is the highest credential the IRS awards. For more information, see below.



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Qualifications: An enrolled agent has earned the privilege of representing taxpayers before the Internal Revenue Service by, in Ms. Seipel's case, passing a three-part comprehensive IRS test covering individual and business tax returns. Individuals who obtain this elite status must adhere to ethical standards and complete a minimum of 72 hours of continuing education courses every three years.

Enrolled agents, like attorneys and certified public accountants (CPAs), have unlimited practice rights. This means they are unrestricted as to which taxpayers they can represent, what types of tax matters they can handle, and which IRS offices they can represent clients before.

Ms. Seipel majored in Mathematical Science at the University of Wisconsin-Milwaukee.

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- You are entitled to a copy of every tax return we prepare for you at the time you give us the original tax return for filing.
- Both you and a representative of The Karas Seipel Tax Team must sign every return.
- You are entitled to a written estimate of all fees before receiving services for which we are charging a fee.
- Michelle Seipel is an Enrolled Agent. As such, she is not an attorney, nor licensed by the State Board for Public Accounting.

Consumer Bill of Rights Regarding Tax Preparers

By law, tax preparers must give you a copy of this document before beginning any discussions about tax preparation services. The tax preparer must let you review this document and must answer any questions you have.

You have the right to know:

- **Identification and qualifications of the tax preparer.** Tax preparers must tell you if they are NOT an attorney or Certified Public Accountant (CPA). Tax preparers that are not attorneys or CPAs must have a sign stating their name, address, phone number, and relevant qualifications.
- **Fees and additional charges.** Tax preparers must have a sign listing the tax preparation services they offer, the price of each service, and any additional fees they charge.
- **Options for paying for service and receiving your refund.** Tax preparers cannot require you to use a Refund Anticipation Loan/Refund Advance Loan (RAL), Refund Anticipation Check (RAC), Refund Transfer, or other similar products. RACs and Refund Transfers are deferred payment options, which mean you do not pay for service now but money will be taken from your refund. Be aware that all of these options may have additional fees, increase the tax preparation fee, and/or delay the receipt of your refund.
- **Whether or not the tax preparer will represent you at a government audit.** Tax preparers must represent you or provide you with representation at an audit unless they post a sign stating they will not represent you.

BEFORE YOU PAY for tax preparation services, you have the right to receive:

- **A written list of the refund options and tax services** offered by the tax preparer.
- **A written estimate of the total cost of each service** offered by the tax preparer, including basic filing fees, interest rates, RAL, RAC, and Refund Transfer processing fees, and any other related fees or charges.
- **A written estimate of how long you can expect to wait for your refund** based on the selected methods of payment and/or refund delivery.
- **A written estimated interest rate** for a RAL, or any other loan service, offered by the tax preparer.

Important Update about Refund Payments

The Internal Revenue Service (IRS) no longer issues paper checks. You can receive a federal refund by direct deposit or a Treasury-sponsored debit card only. You can still receive a New York State refund by direct deposit or paper check.

Deferred Payment Options

The tax preparer may offer you products that let you delay payment for service; however, money will be taken out of your refund to pay the fees you owe. These deferred payment products may include a **Refund Advance Check (RAC)** or a **Refund Transfer**. Be aware that these products can have unexpected *additional* fees.

If you use the RAC or Refund Transfer payment option, typically the tax preparer will set up a temporary bank account in your name into which your refund will be directly deposited. The tax preparer deducts tax preparation fees and any extra fees for using a RAC or Refund Transfer from your refund, then gives the remaining money to you. If your refund does not cover all of the tax preparation fees, some preparers may use a third-party debt collection business to collect any remaining balance.

Common Terms

IRS Form 1040: You use this form to file your taxes with the Internal Revenue Service (IRS). Form 1040 reports your personal information, such as name, Social Security number (SSN) or Individual Taxpayer Identification Number (ITIN), as well as salary, wages, and other income. Your entries on Form 1040 determine if you owe money to the government or if you will receive a tax refund. Depending on your situation, you may need to submit additional IRS Forms or Schedules. Some tax preparers may charge fees based on the number of forms they need to use to file your taxes. You can file taxes by mail or online (e-file).

Tax Refund: You will get money (refund) from the IRS, New York State Department of Taxation and Finance, or other state tax agencies if you paid more taxes than you owed. The fastest way to receive your refund is to choose direct deposit into your bank account.

You have the right to receive:

- **A copy of your tax return** prepared at the time the original is filed or given to you to file. *(Note: Tax preparers must sign every tax return they prepare.)*
- **An itemized receipt** listing the individual cost of each service provided and each form prepared for you.
    - The receipt **must list the address and phone number** where you can contact the tax preparer throughout the year.
- **Your personal papers returned to you upon request** at the time your tax return is filed or given to you to file (unless the tax preparer is specifically permitted to keep such papers under New York State law).

It is illegal for a tax preparer to:

- Ask you to sign a blank or incomplete tax return or alter a tax return after you have signed it unless you give written consent.
- Charge a fee based upon the amount of tax you owe or the refund you will receive.
- Guarantee a specific refund amount or guarantee that you will not be audited by any government tax agency.
- Request that you assign to the preparer any portion of your refund (if you receive one).
- Reveal any personal information to any person or business other than you or your authorized designee or anyone authorized to receive such information by court order or by law.
- Have your tax refund mailed to the tax preparer, unless you have signed a power of attorney containing such authorization.
- Ask you to violate any law, rule, or regulation.

Beware of Refund Anticipation Loans/Refund Advance Loans (RALs)

- A RAL is a short-term loan. The loan amount is a portion of your estimated tax refund. The loan term is usually less than one month — the anticipated time for the tax preparer to receive your full refund. The tax preparer will deduct the loan amount (your loan payment) and any interest or fees from your full refund, then give you any remaining money.
- A RAL may be based on documents that are not considered final, such as a pay stub, and not a W-2. Your final tax return must include your final financial statements (e.g., W-2) since this information is shared with the IRS and New York State Department of Taxation and Finance. If your refund is less than expected, it might not be enough to pay off the RAL. You still must repay all of the loan, including any interest and fees.
- Some RALs have high interest rates. Even RALs marketed as “free” and other refund advance products can have fees.
- A RAL is not an “instant refund,” and tax preparers cannot use this or similar terms (“rapid refund,” “express refund,” or “fast cash”) that hide the fact that a RAL is a loan. *No one* can give you immediate access to your tax refund — either the full amount or an “advance” — before the IRS or New York State issues it.
- Taking out a RAL is optional. Tax preparers cannot require you to take out a RAL.

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- *BEFORE YOU TAKE OUT A RAL*, the tax preparer must give you a one-page document that tells you in both English and Spanish:
  - you are not required to enter into the RAL;
  - the RAL is a loan you must repay regardless of the amount of your tax refund;
  - the amount of your expected tax refund;
  - the fees for the RAL and approximate amount you will receive as your loan;
  - the interest rate expressed as the estimated annual percentage rate (APR) based on the amount of time the loan will be outstanding, if applicable;
  - the approximate date you would get your loan money if you take out a RAL; and
  - the approximate date you would get your refund without the RAL.
- If you cannot read English or Spanish, the tax preparer must explain this information to you in a language that you understand.

Things to Review on Your Tax Paperwork:

- Make sure that all information is accurate, including your name and mailing address.
- Make sure that the way you want to receive your refund, especially bank account information, is accurate.
  - *If you requested direct deposit of your refund to a personal bank account,* make sure the account number is correct. The fastest way to receive your refund is through direct deposit to a personal bank account.
  - *If you selected a RAL, RAC, or Refund Transfer payment option,* the number of the temporary bank account set up by the tax preparer in your name will be in your return.

  Note: The IRS or New York State Department of Taxation and Finance may use the bank account information in your return to deposit additional payments. If your return has information for a temporary bank account (for a RAL, RAC, or Refund Transfer), you may receive any additional payments by mail instead of direct deposit. Payment may be in the form of a check or prepaid debit card.

Remember, you have a right to receive a written estimate of the total cost of each service offered by the tax preparer, including refund advance or deferred payment products, and the time it will take for you to receive your refund with or without a RAL, RAC, or Refund Transfer, so be sure to ask.

For more information or to file a complaint against a tax preparer, contact 311 or visit nyc.gov/dcwp

NYC FREE TAX PREP

Free Tax Preparation

You may qualify for **NYC Free Tax Prep** services, which could help you claim important tax credits like the Earned Income Tax Credit (EITC) and the New York City Child Care Tax Credit (CCTC). For more information, call **311** or visit **nyc.gov/taxprep**

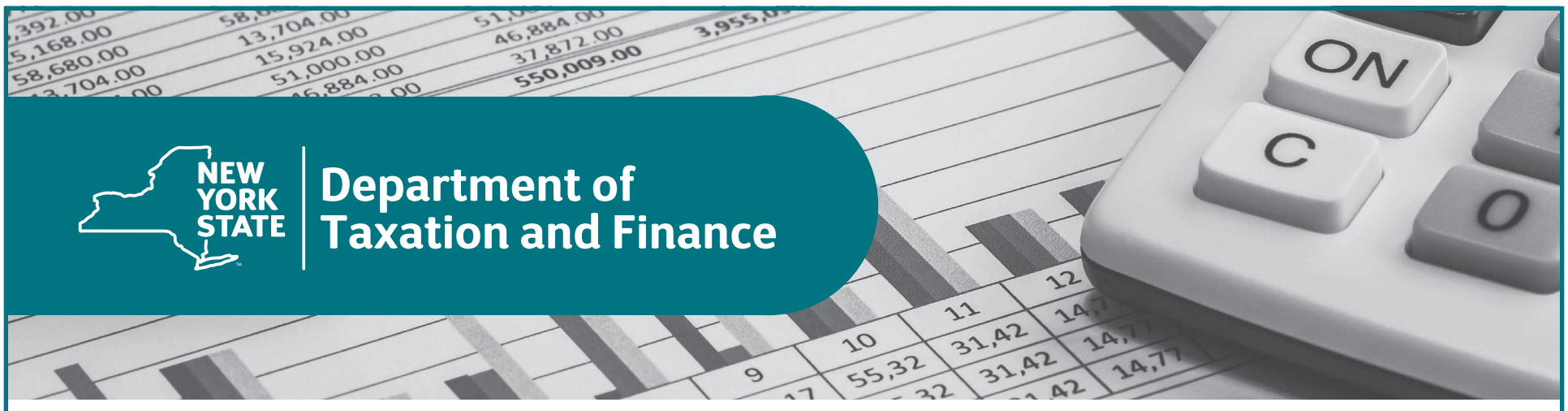
Financial Empowerment Center

Free Financial Counseling

An NYC Financial Empowerment Center counselor can help you open a safe and affordable bank account if you don't have one. To book an appointment, visit **nyc.gov/TalkMoney** or call **311**.

NYC Consumer and Worker Protection

10/2025



Consumer Bill of Rights Regarding Tax Preparers

Tax return preparers must:

- post their New York State Tax Preparer Registration Certificate and price list;
- tell you up front whether they will represent you if your return is audited later;
- ask you about your income, expenses, family, and any other information or documents needed to accurately complete your return;
- allow you to review your completed return – including your bank account information – and ask questions before you sign it;
- give you a written statement of any interest and fees you will be charged if you choose a refund anticipation loan (refund advance) or a refund anticipation check (refund transfer) instead of having your refund deposited directly into your bank account;
- sign your tax return and enter the preparer tax identification number (PTIN) and New York tax preparer identification number (NYTPRIN), if applicable;
- e-File your tax return;
- give you a year-round address and phone number you can use if you have questions or concerns about your return; and
- provide you with a copy of your filed return.

If your tax preparer does not follow these requirements, you may file a complaint with the Office of Professional Responsibility at ***www.tax.ny.gov*** (search: *tax preparer complaint*).

For more information, call **518-457-5181.**

Scan this QR code for more information, including additional rights you have as a New York State taxpayer and content in the following languages:

Español	中文版	Русский	বাঙালি	שידיי
Kreyòl ayisyen	한국어	Italiano	عربی	Polski

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All listed prices are the starting price for the form or service as of 1/1/27

1040 (1040-SR) Individual: 455.00

1040 (1040-SR) Joint: 515.00

Advantageous Separate Filing for Married Couples: 715.00

Schedule A: Included

Schedule B: Included up to 3 1099s (4-5 starting at $15, 6+ starting at $50)

Schedule C: 75.00

Schedule D: 10.00 per line

Schedule E: 65.00 Rental/Royalties; 35.00 per K-1

Schedule F: 100.00

Schedule H: 65.00

Schedule 8812: 30.00 per dependent

Form 2441: 30.00

Form 1116: 25.00

Form 2555: 100.00

Form 8829: 25.00

Schedule C, Line 30, Simplified Method: 10.00

Form 4562: 10.00

Schedule C, Part IV or Form 2106 Part II: 15.00

Schedule D Home Sale: 160.00

Form 4797: 160.00

Home Sale Exclusion: 35.00

Schedule EIC: 75.00

Form 5695: 50.00

Form 8834: 50.00

Form 8908: 50.00

Form 8283: 7.50

Form 8889: 15.00

Form 8962: 10.00

Form 8606: 20.00

Form 4868: 25.00

Form 8824: 180.00

Form 8833: 200.00

Form 8938: 160.00

Form 8958: 160.00

Form 7202: 20.00

Form 8332: 15.00

Form 6252: 160.00

Form 8379: 45.00

Form 9465: 160.00

Form 5884: 60.00

Form 5884-A: 60.00

Form 8621: 1200.00 (based on 8 hours of work)

Form 3115: 200.00

Form 4852: 15.00

Form 8863: 45.00

Form 8917: 35.00

Form 8864: 600.00 (based on 4 hours of work)
Form 8915-F: 40.00
Gift Tax Return - Form 709: 270.00
1041: 555.00 first year, 455.00 additional years

IT-201/IT-205/full-year resident state returns: included
IT-203/non-resident state returns: 15.00
IT-204-LL: 15.00 with return, 55.00 separate filing

Resident State Split for Married Couples/Dual Residency Issues: 100.00
Extensions: 25 per extension
Estimated Tax Calculation: 15 with prior year return info (Fed+Res State)
Additional time for forms not listed & not using organizers provided: 160/hr
Additional time for paper document submission: 50/hr (+ shipping and handling)
Paper copy of returns/authorizations: 30 (+ shipping and handling)
Reimbursement for specific costs related to a return

FBAR: 160
Amendments: 265 if originals filed with our office

<u>Beyond tax preparation</u>
Administrative & Technical Support: $55/hr
Calculations & Analysis: 210/hr
Consult & Research: 160/hr