

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Re: Cost Segregation Study Engagement

Dear [Client Name],

This letter confirms the terms and objectives of our engagement to perform a cost segregation study for the property located at [Property Address].

1. Scope of Work

We will analyze the costs associated with the acquisition/construction of the property to identify assets that qualify for shorter recovery periods for federal income tax purposes. Our services include:

- Review of blueprints, invoices, and closing statements.
- Site visitation and inspection of the property.
- Preparation of a formal report detailing identified 5, 7, and 15-year property.

2. Client Responsibilities

You agree to provide all necessary documentation, including construction cost ledgers, contractor applications for payment, and appraisal reports, to ensure the accuracy of our findings.

3. Fees

The fee for this study is \$[Amount]. A deposit of \$[Amount] is required to begin work. The remaining balance is due upon delivery of the final report.

4. Limitations

This study is based on current tax laws and regulations. We do not provide a guarantee of specific tax savings. We are not acting as your legal counsel or providing an audit of your financial statements.

5. Acceptance

Please sign and return a copy of this letter to indicate your acceptance of these terms.

Sincerely,

[Consultant Name]

[Company Name]

Agreed and Accepted:

[Client Signature]

[Date]