

**Taxpayer Instructions: Form 3**  
**TAXPAYER CONSENT FORM – TAXPAYER THIRD-PARTY REQUEST**

1. You must provide this completed consent form to your Padgett Representative before the disclosure of your tax return information can take place.
2. “Taxpayer(s) name(s)” must be either the individual 1040-filer’s name (and spouse’s name if applicable), or the legal/DBA name of your business tax entity.
3. If a joint return applies, this form must be signed by both you and your spouse.
4. If the taxpayer is a minor, this form should be signed by both the minor (if the minor will be signing the tax return) and the minor’s parent or legal guardian.
5. If a return other than a 1040 applies (i.e., form 1120, 1120S, or 1065), this form must be signed by the entity’s representative as identified on the form.
6. If you wish to limit the information to be disclosed, the Limited Disclosure form (Form 4) should be completed and attached to this form.
7. Do not leave **any** field blank. Enter N/A if the blank line does not apply.

Sample signature sections:

Taxpayer(s) name(s): Joe & Mary Taxpayer  
Taxpayer’s representative (if applicable): N/A Title: N/A  
Signature: Joe Taxpayer Date: 1/26/2009  
Signature: Mary Taxpayer Date: 1/26/2009

Taxpayer(s) name(s): Jessica Taxpayer  
Taxpayer’s representative (if applicable): Joe Taxpayer Title: Guardian  
Signature: Jessica Taxpayer Date: 1/26/2009  
Signature: Joe Taxpayer Date: 1/26/2009

Taxpayer(s) name(s): ABC Specialties, Inc.  
Taxpayer’s representative (if applicable): Joe Taxpayer Title: President  
Signature: Joe Taxpayer Date: 1/26/2009  
Signature: N/A Date: N/A

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Federal law requires this consent form be provided to you. Unless authorized by law, we cannot disclose, without your consent, your tax return information to third parties for purposes other than the preparation and filing of your tax return. If you consent to the disclosure of your tax return information, Federal law may not protect your tax return information from further use or distribution.

You are not required to complete this form. If we obtain your signature on this form by conditioning our services on your consent, your consent will not be valid. If you agree to the disclosure of your tax return information, your consent is valid for the amount of time that you specify. If you do not specify the duration of your consent, your consent is valid for one year.

The duration of your consent granted by this form shall be 5 years unless you indicate otherwise.

You have requested that we provide a copy of your tax return or other tax return information to the person listed below for the purpose(s) described below. If you agree to allow us to disclose your tax return information to such person for such purpose(s), please check the box below and complete the remainder of the form. You may request a more limited disclosure of tax return information as directed by you.

I request and authorize \_\_\_\_\_,  
d/b/a Padgett Business Services<sup>®</sup>, to disclose to \_\_\_\_\_  
all my tax return information for the year \_\_\_\_\_ including my Social Security Number or  
Employer Identification Number, for the purpose(s) of \_\_\_\_\_  
\_\_\_\_\_.

Taxpayer(s) name(s): \_\_\_\_\_

Taxpayer's representative (if applicable): \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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).

INTERNAL USE ONLY:	<input type="text"/>	<input type="text"/>	<input type="text"/>
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