



BOOKKEEPING & TAX SERVICE

Tel: (510) 647-9339 • Fax: (925) 743-1193

SET UP MY CLIENT WEB PORTAL

NOTE: The email address you provide in the YOUR E-MAIL ADDRESS field below will be used to setup your Client Web Portal.

DATE _____

NAME _____

OCCUPATION _____

DATE OF BIRTH _____ SOCIAL SECURITY # _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

HOME PHONE _____ HOME FAX# _____

WORK PHONE _____ WORK FAX # _____

CELL PHONE _____

YOUR E-MAIL ADDRESS (it will be used to setup your Client Web Portal): _____

SPOUSE _____

OCCUPATION _____

DATE OF BIRTH _____ SOCIAL SECURITY # _____

WORK PHONE _____ WORK FAX # _____

CELL PHONE _____ E-MAIL _____

HOW DID YOU HEAR ABOUT US?

Walked by/saw sign Phone book Internet: _____

Referred by: _____

Other: _____