

# IRS TAX LETTER

To: \_\_\_\_\_

From: \_\_\_\_\_

## Taxpayer Information:

Name: \_\_\_\_\_

Social Security Number (SSN) or Taxpayer Identification Number (TIN): \_\_\_\_\_

Address: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

**Tax Year:** \_\_\_\_\_

## Purpose of Letter:

This letter is to certify the income, deductions, credits, and other relevant information reported to the Internal Revenue Service (IRS) by the taxpayer named above for the stated tax year. This document serves as an official statement of tax-related data, which may be used for verification, compliance, audit, or other lawful purposes under United States tax laws.

## Income Summary:

The taxpayer's total income includes but is not limited to wages, salaries, tips, interest income, dividends, business income, capital gains, rental income, and other sources as required by the Internal Revenue Code. Detailed amounts and sources are documented in the attached statements and tax return forms provided to the IRS.

## Deductions and Credits:

The taxpayer has claimed eligible deductions including but not limited to standard/itemized deductions, business expenses, charitable contributions, mortgage interest, and applicable credits pursuant to the Internal Revenue Code. All deductions and credits claimed comply with current IRS regulations and guidance.

## Tax Payment and Refund Information:

Payments made by the taxpayer include withholding, estimated tax payments, and other payments as applicable. Any refund due or balance owed is reflected in the official IRS records and tax account statements. This letter does not constitute a payment receipt but summarizes reported amounts.

## Legal Compliance Statement:

This letter is issued pursuant to the laws and regulations of the United States of America. The information contained herein is accurate to the best knowledge of the issuing party and complies with federal tax statutes. Unauthorized use, disclosure, or duplication of this document is strictly prohibited and may be subject to penalties under law.

## Additional Notes:

Any inquiries regarding this letter should be directed to the issuing authority or the taxpayer's authorized representative. No modifications, alterations, or amendments to this letter are valid unless made in writing and signed by authorized personnel.

**ISSUING OFFICER SIGNATURE**

**TAXPAYER SIGNATURE**

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

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

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