

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Company/Organization Name]
[Address]
[City, State, ZIP Code]

Subject: Assertion of No Income Tax Return

Dear [Recipient's Name],

I hope this letter finds you well.

I am writing to formally assert that I did not file an income tax return for the tax year [insert year]. This declaration is based on the following reasons:

1. My total income for the year was below the filing threshold set by the IRS.
2. I had no taxable income sources during the year.
3. [Any other relevant reason].

If you require any further documentation or clarification regarding this matter, please do not hesitate to contact me at [your phone number] or [your email address].

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Social Security Number (optional or as required)]