

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]

[Recipient Name]
[Recipient Title]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: HSA Contribution Declaration

I am writing to formally declare my contributions to my Health Savings Account (HSA) for the year [Year]. According to the IRS guidelines, I have made contributions totaling [amount] during the period of [start date] to [end date].

For your records, here are the details of my contributions:

- Contribution Dates: [list of dates]
- Contribution Amounts: [list of corresponding amounts]

Please let me know if you require any additional documentation or further information related to my HSA contributions. I appreciate your attention to this matter and look forward to your confirmation.

Thank you for your assistance.

Sincerely,

[Your Name]
[Your Job Title] (if applicable)
[Your Contact Information]