

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

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

Dear [Recipient's Name],

Subject: Inquiry Regarding HSA Contribution Limits

I hope this message finds you well. I am writing to inquire about the Health Savings Account (HSA) contribution limits for the current tax year.

As I understand, the limits may change annually, and I want to ensure that I am fully compliant with the latest regulations while maximizing my contributions. Could you please provide me with the following information:

1. The individual and family contribution limits for this tax year.
2. Any relevant deadlines for contributions.
3. Any changes or updates in the contribution limits compared to the previous year.

Thank you for your assistance. I appreciate your help in clarifying this matter.

Sincerely,

[Your Name]
[Your Title/Position, if applicable]
[Your Company/Organization, if applicable]