

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

Subject: Income Tax Payment Confirmation

Dear [Tax Authority Contact Name or "Sir/Madam"],

I am writing to confirm that I have made the payment for my income tax for the financial year [Year]. Below are the details of the payment:

- **Taxpayer Name:** [Your Full Name]
- **Tax Identification Number (TIN):** [Your TIN]
- **Payment Amount:** [Amount Paid]
- **Payment Method:** [e.g., Bank Transfer, Credit Card, etc.]
- **Transaction Reference Number:** [Reference Number]
- **Payment Date:** [Date of Payment]

Please update your records accordingly. If you require any further information or documents, do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]