

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

Kentucky Department of Revenue
Taxpayer Assistance
200 Fair Oaks Lane
Frankfort, KY 40620

Subject: Inquiry Regarding State Tax Refund

Dear Taxpayer Assistance Team,

I am writing to inquire about the status of my state tax refund for the tax year [insert tax year]. My name is [Your Full Name], and my social security number is [XXX-XX-XXXX].

I filed my tax return on [insert filing date] and expected to receive my refund by [insert expected date]. However, as of today, I have not yet received it.

Could you please provide me with an update on the status of my refund?

Additionally, if there are any issues or further information required from my side, please let me know.

Thank you for your assistance.

Sincerely,

[Your Name]