

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

Kentucky Department of Revenue
P.O. Box 181
Frankfort, KY 40602

Subject: Request for Kentucky Tax Refund

Dear Sir or Madam,

I am writing to formally request a refund for my Kentucky state tax overpayment for the tax year [insert year].

My details are as follows:

- Taxpayer Name: [Your Name]
- Social Security Number: [Your SSN]
- Tax Filing Status: [Single/Married, etc.]
- Refund Amount: \$[amount]
- Tax Year: [insert year]

I have attached copies of my tax return and any additional documentation that supports my claim for a refund.

Please let me know if you need any further information to process my request.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]