

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient Name]  
[Recipient Title]  
[Company/Organization Name]  
[Company Address]  
[City, State, ZIP Code]

Dear [Recipient Name],

I am writing to provide documentation related to the Qualified Business Income (QBI) deduction for the tax year [Year]. In compliance with IRS regulations, I have gathered the necessary information to substantiate my eligibility for this deduction.

Attached to this letter, you will find the following documents:

1. [Document Name, e.g., Schedule C]
2. [Document Name, e.g., Form 1040]
3. [Document Name, e.g., Profit and Loss Statement]
4. [Document Name, e.g., Business License]

These documents detail the income and expenses associated with my business operations, confirming that my income qualifies for the QBI deduction under the set criteria. I have also included a summary of my business activities and organizational structure, which I believe provide further clarity on my eligibility.

Should you require any additional information or documents, please do not hesitate to reach out. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your assistance.

Sincerely,

[Your Name]  
[Your Title/Position, if applicable]  
[Your Business Name, if applicable]