

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

Ohio Department of Taxation  
P.O. Box 530  
Columbus, OH 43216-0530

Subject: Ohio Tax Return Submission for Tax Year [Year]

Dear [Recipient's Name or "Tax Officer"],

I am writing to submit my Ohio tax return for the tax year [Year]. Please find the enclosed documents detailing my income, deductions, and any other pertinent information required for processing my return.

[Optional: Briefly describe any specific situations or issues related to your tax return.]

If you require any additional information or documentation, please do not hesitate to contact me at the phone number or email address listed above. Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]