

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

Ohio Department of Taxation
P.O. Box 182404
Columbus, OH 43218-2404

Subject: Ohio Tax Return for [Tax Year]

Dear Sir/Madam,

I am writing to submit my tax return for the tax year [insert year].

Enclosed are the completed forms and any supporting documents required for my filing. My Social Security number is [insert SSN], and my filing status is [insert filing status].

Please let me know if you require any further information or documentation. Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]