

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

Internal Revenue Service
[Appropriate IRS Address]

Subject: Notification of Change in Residency

Dear Sir/Madam,

I hope this letter finds you well. I am writing to formally notify the IRS of my change in residency status for tax purposes.

****Personal Information:****

- Full Name: [Your Full Name]
- Social Security Number: [Your SSN]
- Previous Address: [Your Previous Address]
- New Address: [Your New Address]
- Effective Date of Change: [Date of Change]

I kindly request that you update your records to reflect this change. If you require any further documentation or information, please do not hesitate to contact me at the phone number or email address provided above.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]