

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Recipient's Address]

[City, State, Zip Code]

Subject: Tax Compliance Confirmation

Dear [Recipient's Name],

We hope this letter finds you well. We are writing to confirm our compliance status regarding tax obligations for the fiscal year [insert year].

As of [insert date], we have ensured that all necessary tax returns have been filed, and all required payments have been made in accordance with applicable federal, state, and local tax laws.

Our Tax Identification Number is [insert TIN], and our account is currently in good standing with the [insert relevant tax authority].

Should you require any additional information or documentation to support this confirmation, please feel free to contact us at [insert phone number] or [insert email address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Phone Number]

[Your Email Address]