

# Inheritance Tax Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Beneficiary Name]

[Beneficiary Address]

[City, State, Zip Code]

Dear [Beneficiary Name],

I hope this letter finds you well. As you are aware, following the passing of [Deceased's Name], there are matters regarding the inheritance tax that need to be addressed.

We are currently in the process of compiling the necessary information for the tax filings, and I would appreciate your assistance in this matter. Please provide any relevant documentation that pertains to your inheritance, including but not limited to, financial statement, property valuations, and any other pertinent details.

Your timely response would greatly expedite the process and ensure that we remain compliant with all regulations. Should you have any questions or require further clarification, please do not hesitate to reach out via the contact information provided below.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]