

Deductible Payment Information Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Position]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to request information regarding deductible payments related to my account with [Company/Organization Name]. Specifically, I would like to know:

- The total amount of deductible payments made
- The associated dates of these payments
- A breakdown of the services or products for which these payments were made

This information is essential for my records and future financial planning. I would appreciate it if you could send me the requested details at your earliest convenience.

Thank you for your assistance.

Sincerely,

[Your Name]