

Deductible Payment Inquiry

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to inquire about the deductible payments related to my account with [Company Name]. I would like to gain clarity on the following points:

- The total amount of deductible payments made to date.
- Any upcoming deductible payment deadlines.
- Relevant documentation required for the deduction process.

Your assistance in providing this information would be greatly appreciated. Please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]