

# Confirmation of International Tax Filing Assistance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Company/Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to confirm your request for assistance with your international tax filing for the year [Insert Year]. After our initial consultation on [Insert Date], I understand that you require support in navigating the complexities of [specific aspects of international tax, e.g., foreign income reporting, tax treaties].

As discussed, our services will include:

- Assessment of your international tax obligations
- Preparation and filing of the necessary tax forms
- Guidance on any applicable tax treaties and deductions
- Ongoing support throughout the filing process

Please confirm your acceptance of our services by responding to this email or contacting me directly at [Your Phone Number]. If you have any further questions or require additional information, feel free to reach out.

Thank you for choosing [Your Company/Organization Name] for your international tax filing needs. I look forward to assisting you.

Sincerely,

[Your Name]

[Your Title]

[Your Company/Organization Name]