

# Company Name

Address Line 1

Address Line 2

City, State, Zip Code

Email: contact@company.com

Phone: (123) 456-7890

Date: [Insert Date]

Recipient Name

Recipient Position

Recipient Company

Recipient Address Line 1

Recipient Address Line 2

City, State, Zip Code

## **Subject: Clarification on Corporate Income Tax Thresholds**

Dear [Recipient Name],

We hope this communication finds you well. We are writing to seek clarification regarding the thresholds for corporate income tax applicable to our organization under the current tax legislation.

As we strive to comply with all tax regulations, we would appreciate it if you could provide detailed information on the following:

- The current corporate income tax threshold for [specific year or period].
- Any upcoming changes that may affect this threshold.
- Guidelines on how to accurately report and calculate corporate income tax within this threshold.

Thank you for your attention to this matter. We look forward to your prompt response so we can ensure compliance and effectively plan our financial strategy.

Sincerely,

[Your Name]

[Your Position]

[Company Name]