

Home Office Business Operations Statement

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I am writing to provide a statement regarding the operations of my home-based business, [Your Business Name].

Business Overview:

- Business Name: [Your Business Name]
- Business Type: [Type of Business]
- Location: [Home Address or Operations Address]
- Email: [Business Email Address]
- Website: [Business Website]

Operations:

My home business operates [describe the nature of operations, hours of operation, and any employees if applicable].

Financial Information:

In [Insert Year], my business has generated an estimated revenue of [Insert Amount]. This is achieved through [briefly describe products/services offered].

Conclusion:

Should you require any further information, please do not hesitate to contact me directly.

Sincerely,

[Your Name]

[Your Title, if applicable]