

Transfer Pricing Adjustment Notice

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Notice of Transfer Pricing Adjustment

We are writing to inform you of a transfer pricing adjustment related to [Insert Relevant Period]. This adjustment has been made in accordance with [Insert Relevant Laws or Guidelines] and aims to ensure compliance with the arm's length principle.

After a thorough review of the financial transactions between [Your Company Name] and [Related Entity Name], we have determined that the pricing applied to certain transactions was not consistent with market standards. The specific adjustments are as follows:

- Transaction Type: [Specify Transaction Type]
- Original Pricing: [Insert Original Pricing]
- Adjusted Pricing: [Insert Adjusted Pricing]
- Reason for Adjustment: [Insert Reason]

Please review the details of this adjustment and the implications it may have on your financial records. We would be happy to discuss this matter at your earliest convenience.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Contact Information]