

## To Whom It May Concern,

I hope this message finds you well. I am writing to formally request the calculation of my income tax for the financial year **[Insert Year]** as a freelancer.

My details are as follows:

- **Name:** [Your Name]
- **Tax Identification Number:** [Your TIN]
- **Email:** [Your Email]
- **Phone Number:** [Your Phone Number]
- **Date of Birth:** [Your DOB]

Throughout the year, I have earned income from various freelance projects, and I would appreciate your assistance in determining the taxable amount and any applicable deductions.

Please let me know if you require any further documentation or information to process my request. I look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,  
[Your Name]  
[Your Address]