

# Feedback on Tax Compliance Documentation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We have reviewed the tax compliance documentation that you submitted on [submission date]. Thank you for your efforts in compiling the necessary information. After our assessment, we would like to provide you with the following feedback:

## Positive Aspects:

- All required forms were submitted in a timely manner.
- The supporting documentation for deductions was well organized.

## Areas for Improvement:

- Some receipts were missing; please ensure to attach all necessary documents in future submissions.
- A few calculations require clarification; additional notes may be helpful.

We appreciate your attention to these matters and encourage you to make the suggested improvements in your future compliance submissions. Please feel free to reach out if you have any questions or require further clarification.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]