

Estate Tax Submission Essentials

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 the necessary documentation for the estate tax submission of the estate of [Deceased's Name], who passed away on [Date of Death]. Below is a list of essentials included in this submission:

- Copy of the death certificate
- Completed IRS Form 706
- Asset inventory list with valuations
- Liabilities and debts documentation
- Last Will and Testament
- Trust documents (if applicable)

Please let me know if you require any additional information or documentation. Thank you for your attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]