

Request for Non-Filing Confirmation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Tax Authority/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request a non-filing confirmation for tax purposes for the year [Insert Year]. I have not filed a tax return for this year due to [briefly explain reason, if applicable].

To facilitate my records and compliance with future tax obligations, I kindly ask that you provide me with the necessary confirmation stating that no tax return was filed on my behalf for the specified year.

Thank you for your attention to this matter. If you require any further information or documentation to process my request, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]