

Tax Refund Approval Confirmation

Date: [Insert Date]

Dear [Recipient's Name],

We are pleased to inform you that your tax refund for the year [Insert Year] has been approved. The total refund amount is [Insert Amount].

The funds will be processed and are expected to be released to your account by [Insert Expected Date].

If you have any questions or require further assistance, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your patience and for choosing [Insert Agency/Company Name].

Sincerely,

[Your Name]

[Your Position]

[Agency/Company Name]

[Contact Information]