

# Request for Tax Return Copies

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title/Position]

[Tax Authority Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request copies of my tax returns for the years [insert years needed] for the purpose of legal proceedings. My Social Security Number is [insert SSN], and I can provide additional identification if necessary.

The requested documents are needed to support my case in [briefly explain the legal matter]. I would appreciate your assistance in expediting this request, as timely access to these documents is crucial for my legal proceedings.

If there are any forms or fees required to process this request, please let me know, and I will provide them promptly. Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]