

Application for Tax Identification Number (TIN)

Date: [Insert Date]

[Your Name]
[Your Position]
[Charitable Trust Name]
[Trust Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]

Internal Revenue Service
[IRS Address]
[City, State, ZIP Code]

Dear Sir/Madam,

We are writing to apply for a Tax Identification Number (TIN) for [Charitable Trust Name], a charitable trust established on [Date of Establishment]. As a charitable organization, we are committed to [briefly describe the purpose of the trust].

In order to fulfill our obligations and to ensure proper tax compliance, we require a TIN. We kindly request your assistance in processing our application accordingly. Please find enclosed our application form along with the necessary documentation that includes:

- Trust Deed
- Identification of trustees
- Proof of charitable status (if applicable)

Please do not hesitate to contact us should you need any further information or documentation. We appreciate your prompt attention to this matter and look forward to your positive response.

Thank you for your assistance.

Sincerely,

[Your Name]
[Your Position]
[Charitable Trust Name]