

# Adoption Tax Credit Approval Notice

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Recipient Name]

[Department/Agency Name]

[Agency Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to inform you that your application for the Adoption Tax Credit has been approved. This credit is available for legal adoption expenses paid in the tax year [insert tax year].

The total approved amount for your adoption-related expenses is [\$ amount]. Please keep this notice for your records as it serves as confirmation of your eligibility for the credit.

Should you have any questions regarding your adoption tax credit, please do not hesitate to contact us at [phone number] or [email address].

Thank you for providing a loving home to a child in need.

Sincerely,

[Your Name]

[Your Title]

[Your Organization/Department Name]