

# Annual Luxury Tax Adjustment Notice

Date: [Insert Date]

To: [Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to inform you of the annual adjustment to the Luxury Tax for the year [Insert Year]. As per the guidelines set forth by [Insert Regulatory Authority], it is essential to review and update your tax obligations based on the current valuation of your luxury items.

Your current Luxury Tax obligation is adjusted as follows:

- Item Description: [Insert Item Description]
- Previous Valuation: [Insert Previous Valuation]
- New Valuation: [Insert New Valuation]
- Previous Tax Amount: [Insert Previous Tax Amount]
- New Tax Amount: [Insert New Tax Amount]

Please ensure that all payments are made by the due date of [Insert Due Date] to avoid penalties and interest charges.

If you have any questions regarding this notice or your tax obligations, please contact us at [Insert Contact Information].

Thank you for your attention to this matter.

Sincerely,  
[Your Name]  
[Your Title]  
[Your Company/Organization]