

# Claim for Tax Refund After Death

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Internal Revenue Service

[IRS Address]

[City, State, Zip Code]

Subject: Claim for Tax Refund for [Deceased's Name], Deceased (SSN: [Deceased's SSN])

Dear Sir/Madam,

I am writing to formally request a refund of tax overpayments made on behalf of my deceased relative, [Deceased's Name]. The individual passed away on [Date of Death] and was a resident of [State].

Attached to this letter are the following documents:

- Copy of the death certificate
- Form 1040 for the deceased's last tax year
- Proof of tax payments made (e.g., bank statements, payment receipts)
- Form 1310 (Statement of Person Claiming Refund Due a Deceased Taxpayer)

Given the circumstances, I kindly request the appropriate tax refund be processed at your earliest convenience. Please feel free to reach out to me if you require any further information or documentation.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Relationship to Deceased]