

Tax Refund Claim for Deceased Estate

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I am writing to formally request a tax refund on behalf of the estate of [Deceased Person's Name], who passed away on [Date of Death]. I am the [Executor/Administrator] of the estate and have been authorized to handle all financial matters related to it.

During the tax year of [Year], the deceased made contributions that resulted in an overpayment of tax. I have attached the relevant documentation, including:

- Copy of the death certificate
- Last filed tax return for the deceased
- Form [specific forms, if applicable]

Please process this claim at your earliest convenience. If further information is required, do not hesitate to contact me via the information provided above.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Executor/Administrator of the Estate]