

Request for Information on Tax Filing Criteria

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Dear [Tax Authority Contact/Department],

I hope this letter finds you well. I am writing to inquire about the criteria for filing taxes for the upcoming tax year. As a [brief introduction about your situation, e.g., self-employed individual, business owner, etc.], I want to ensure that I comply with all necessary requirements.

Specifically, I would like to know:

- The income thresholds that determine filing requirements.
- Any specific forms or documents needed for my situation.
- The deadlines for filing and payment.
- Any credits or deductions I may be eligible for.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]