

Municipal Tax Change Notification

Date: [Insert Date]

To: [Community Group Name]

Address: [Community Group Address]

Dear [Community Group Leader's Name],

We are writing to inform you of a recent change to the municipal tax structure that may affect your organization.

Effective [Insert Effective Date], there will be a modification in the tax rates applicable to community groups, resulting in [brief description of the change, e.g., an increase or decrease in tax rates].

This change is part of our ongoing effort to ensure fair taxation and to support community initiatives. We encourage you to review how these changes may impact your group's operations and budget planning.

If you have any questions or require further clarification, please do not hesitate to contact our office at [insert contact information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Municipal Office Name]

[Contact Information]