

# Corrected Tax Filing Notification

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to inform you that your tax return for the year [Insert Year] has been corrected. We discovered some discrepancies in your originally filed tax documents and have amended your return accordingly.

The details of the correction are as follows:

- Original Filing Amount: \$[Insert Amount]
- Corrected Filing Amount: \$[Insert Amount]
- Reason for Correction: [Insert Reason]

Please review the enclosed amended tax return and supporting documents. If you have any questions or require further clarification, feel free to contact our office at [Insert Phone Number] or [Insert Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]