

# Tax Refund Adjustment Notification for Dependents

Date: [Insert Date]

Dear [Recipient's Name],

We are writing to inform you of an adjustment made to your tax refund related to the dependents claimed on your recent tax return.

After a thorough review, we found discrepancies in the information provided regarding your dependents:

- Dependent Name: [Dependent's Name]
- SSN: [Dependent's SSN]
- Adjustment Reason: [Reason for Adjustment]

As a result, the total refund amount has been adjusted from [Original Amount] to [New Amount].

If you believe this adjustment is incorrect, please contact us within 30 days of this notification.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]

[Contact Information]