

Tax Refund Adjustment Notification

Dear [Taxpayer's Name],

We are writing to inform you of an adjustment to your tax refund for the tax year [Year]. After a thorough review of your tax return, we have identified inaccuracies that necessitate changes to your refund amount.

Your original refund was calculated at [Original Refund Amount], but due to [brief explanation of reason], your adjusted refund amount is now [Adjusted Refund Amount].

If you have any questions regarding this adjustment or if you believe this notification is in error, please contact us at [Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Tax Authority Name]

[Contact Information]