

Capital Gains Report

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To Whom It May Concern,

I am writing to provide a report of my capital gains for the tax year [Insert Year]. Below are the details of my transactions:

Date of Sale	Description of Asset	Purchase Price	Sale Price	Capital Gain/Loss
[Insert Date]	[Asset Description]	[\$Purchase Price]	[\$Sale Price]	[\$Capital Gain/Loss]

Total Capital Gains: \$[Total Gains]

Total Capital Losses: \$[Total Losses]

If you require any further information or documentation, please feel free to contact me at your convenience.

Sincerely,

[Your Name]