Request for Tax Statement for 529 Plan

Date:
To: [Investment Company Name]
Address: [Investment Company Address]
City, State, Zip: [City, State, Zip]
Dear [Investment Company Contact/Customer Service],
I am writing to formally request the tax statement for my 529 plan investment account for the tax year [insert year]. My account details are as follows:
Account Holder Name: [Your Name]
Account Number: [Your Account Number]
Please send the requested tax statement to my address listed below or email it to me at [Your Email Address].
Mailing Address:
[Your Full Address]
If you require any further information to process this request, please do not hesitate to contact me at [Your Phone Number]. Thank you for your assistance.
Sincerely,
[Your Signature]
[Your Printed Name]