

Tax Refund Seizure Notification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To: [Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Subject: Notification of Tax Refund Seizure

Dear [Recipient Name],

We are writing to inform you that your tax refund for the tax year [insert year] has been seized due to outstanding obligations. This action has been taken in accordance with [cite relevant law or policy], and it is our responsibility to notify you of this seizure.

The amount seized is [insert amount], which will be applied toward your outstanding debts, including [list debts, if applicable].

If you have any questions or would like to discuss this matter further, please do not hesitate to contact us at [insert contact information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]