

Tax Deduction Eligibility Information

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are writing to inform you about your eligibility for tax deductions based on your recent submission of financial documents. After reviewing your situation, we have identified the following deductions that you may qualify for:

- Charitable Contributions
- Medical Expenses
- Mortgage Interest
- Education Expenses

Please ensure you keep all relevant receipts and documentation for your records, as this will be necessary when filing your taxes. Should you have any questions or require further assistance, do not hesitate to contact our office.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]