

Tax Refund Status Inquiry

Date: [Insert Date]

To: [Tax Authority Name]

Address: [Tax Authority Address]

Dear [Tax Authority Official's Name],

I hope this message finds you well. I am writing to inquire about the status of my tax refund for the tax year [Insert Tax Year]. My details are as follows:

- Name: [Your Full Name]
- Social Security Number: [Your SSN]
- Tax Identification Number: [Your TIN]
- Filing Status: [Your Filing Status]
- Submission Date: [Date of Submission]

I would appreciate any updates you can provide regarding the processing status and estimated timeline for my refund. If any further information is required from my side, please do not hesitate to contact me.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Full Name]

[Your Address]

[Your Phone Number]

[Your Email]