

# Tax Payment Delinquency Notice

Date: [Date]

To: [Taxpayer's Name]

[Taxpayer's Address]

[City, State, Zip Code]

Dear [Taxpayer's Name],

We are writing to inform you that your tax payment for the tax year [Year] has not been received by our office. This notice serves as a formal reminder that your account is currently delinquent.

Details of the delinquent tax payment:

- Tax Year: [Year]
- Amount Due: \$[Amount]
- Due Date: [Original Due Date]

Please make your payment as soon as possible to avoid further penalties and interest. Payments can be made online, by mail, or in person at any of our offices.

If you have already made your payment, please disregard this notice. If you need assistance or have questions regarding your account, do not hesitate to contact us at [Contact Information].

Thank you for your immediate attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Tax Department/Agency Name]

[Contact Information]