

Final Estate Tax Payment Alert

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are writing to inform you that the final estate tax payment for the estate of [Deceased's Name], who passed away on [Date of Death], is due on [Due Date].

The total amount due is [Insert Amount]. Please ensure that the payment is made by the due date to avoid any penalties or interest charges.

You may make the payment via [insert payment methods] or send a check to the following address:

[Insert Payment Address]

If you have any questions or require further assistance, please do not hesitate to contact us at [Contact Information].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization Name]

[Your Contact Information]