

Excise Tax Return Submission Reminder

Dear [Taxpayer's Name],

This is a reminder that your excise tax return for the period ending [Date] is due on [Due Date]. Please ensure that your return is completed and submitted on or before the due date to avoid any penalties or interest.

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

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]