

# Capital Gains Tax Declaration

Date: [Insert Date]

To: [Insert Recipient's Name]

[Insert Recipient's Address]

Dear [Recipient's Name],

I am writing to declare the capital gains related to my retirement account distributions for the year [Insert Tax Year]. As a participant in [Insert Retirement Account Name], I have made distributions during this period that necessitate the reporting of capital gains for tax purposes.

Details of the distributions are as follows:

- Distribution Date: [Insert Date]
- Amount Distributed: [Insert Amount]
- Capital Gains Realized: [Insert Amount]

Enclosed are relevant documents including my account statements and tax forms to support this declaration. Please let me know if any additional information is required.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]