

Letter of Explanation for Social Security Tax Error

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Social Security Administration

[SSA Address]

[City, State, Zip Code]

Subject: Explanation for Social Security Tax Error

Dear Sir/Madam,

I am writing to address an error regarding my Social Security tax contributions for the year [insert year]. My Social Security Number is [insert SSN]. Upon reviewing my tax documents, I have noticed discrepancies that I believe have resulted in an inaccurate reporting of my earnings and corresponding tax contributions.

[Briefly explain the nature of the error, such as incorrect income reporting by an employer, missing contributions, etc. Include any relevant figures or dates to support your explanation.]

I have attached documentation, including [mention any supporting documents like W-2 forms, pay stubs, or correspondence with your employer], that illustrates the errors I have identified. I kindly request that you review this information and assist in correcting my Social Security contribution records accordingly.

Thank you for your attention to this matter. I look forward to your prompt response to ensure my records are accurate.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]