

Notice of Adjusted Local Tax Rates

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

We are writing to inform you of the recent adjustments to the local tax rates that will take effect starting [Effective Date]. These changes have been made in accordance with [Applicable Law or Regulation] to ensure fair and equitable taxation for all residents.

Adjusted Tax Rates

Tax Type	Previous Rate	Adjusted Rate
Property Tax	[Previous Rate]%	[Adjusted Rate]%
Sales Tax	[Previous Rate]%	[Adjusted Rate]%

If you have any questions regarding these changes or how they may affect you, please do not hesitate to reach out to our office at [Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]