

# Follow-Up on Inheritance Tax Due

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up regarding the inheritance tax notice dated [insert date of the original notice]. As the due date approaches, I want to ensure that all necessary steps are being taken to fulfill the obligations related to the inheritance tax.

Please let me know if you require any additional information or documentation from my side to facilitate the process. Your guidance on this matter would be greatly appreciated, as I want to ensure full compliance with the requirements.

Thank you for your attention to this important issue. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]