

# Follow-Up on Cooperative Tax Filing Assistance

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on our previous conversation regarding the cooperative tax filing assistance we offer for students. As the tax season approaches, I wanted to ensure that you have all the information you need to take advantage of our services.

Our assistance includes [briefly outline services, e.g., one-on-one consultations, workshops, and resources]. We have seen a positive impact on students' understanding of the tax filing process, and we would love to support you as well.

If you have any questions or need further information, please do not hesitate to reach out. You can contact me directly at [your email] or [your phone number]. I look forward to hearing from you soon!

Best regards,  
[Your Name]  
[Your Position]  
[Your Organization]  
[Contact Information]