

# Follow-Up on Monthly Tax Payment Receipt

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my recent monthly tax payment made on [Insert Payment Date]. I would like to confirm the receipt of this payment and ensure that everything is in order.

If you could kindly provide a confirmation of the receipt at your earliest convenience, I would greatly appreciate it. If there are any discrepancies or issues regarding this payment, please do not hesitate to let me know.

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

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]