

Monthly Tax Payment Proof of Payment Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to inquire about the proof of payment for my monthly tax payments. My tax ID number is [Your Tax ID Number], and I want to ensure that all payments have been processed correctly for the month of [Insert Month/Year].

If possible, please provide a detailed statement or confirmation regarding the status of my payments. If there are any discrepancies or further actions required on my part, please let me know.

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

Sincerely,

[Your Name]