

Request for Innovation Tax Credit Eligibility

Date: [Insert Date]

[Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request an evaluation of my company's eligibility for the Innovation Tax Credit. Our organization, [Your Company Name], is committed to advancing technology and innovation in [describe your industry or sector].

We have undertaken several research and development projects aimed at [briefly describe projects or innovations]. We believe these activities not only enhance our services but also contribute significantly to the advancement of our industry.

In light of our commitment to innovation, we kindly request a review of our activities to determine eligibility for the Innovation Tax Credit. We have attached supporting documentation, including project outlines, financial statements, and any other necessary information.

Thank you for considering our request. I am looking forward to your positive response and am happy to provide any additional information you may require.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]