

Confirmation Request for Reduced Tax Rate Status

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to formally request confirmation of my status as a taxpayer eligible for a reduced tax rate in accordance with [specific tax laws or regulations].

As per our previous communications and the documentation submitted on [insert submission date], I believe that my circumstances warrant this status. I would appreciate your prompt confirmation regarding this matter, as it is crucial for my current tax filings.

Thank you for your assistance. Should you need any more information or documentation from my end, please do not hesitate to reach out.

Sincerely,

[Your Name]