

Multi-State Tax Liability Distribution Allocation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to outline the allocation of multi-state tax liabilities for the fiscal year ending [Insert Year]. As per our agreement and the state tax regulations, it is necessary to distribute the tax liabilities incurred across different states where our business operates.

Allocation Summary

State	Total Tax Liability	Allocated Amount
[State 1]	[\$[Amount]]	[\$[Allocated Amount]]
[State 2]	[\$[Amount]]	[\$[Allocated Amount]]
[State 3]	[\$[Amount]]	[\$[Allocated Amount]]

Please review the allocated amounts and confirm by [Insert Deadline Date]. Should you have any questions or require further details regarding the allocations, do not hesitate to reach out.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]