

Voluntary Tax Disclosure Letter

[Your Non-Profit Organization's Name]

[Your Non-Profit Organization's Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Internal Revenue Service

[City, State, Zip Code]

Dear Sir/Madam,

I am writing to voluntarily disclose information regarding the activities and financial status of [Your Non-Profit Organization's Name], a registered non-profit organization under section [Insert relevant section, e.g., 501(c)(3)] of the Internal Revenue Code.

This disclosure is made in good faith with the intention to maintain transparency and compliance with federal and state tax laws. We recognize the importance of adhering to all guidelines applicable to our organization.

Details of the disclosure are as follows:

- Tax Identification Number: [Insert TIN]
- Year(s) in question: [Insert year(s)]
- Nature of the disclosure: [Briefly explain the issues being disclosed]
- Steps taken to rectify the issues: [Detail any corrective measures implemented]

We appreciate your understanding and guidance regarding this matter. Should you require any additional information or documentation, please do not hesitate to contact us at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Non-Profit Organization's Name]