

# Voluntary Tax Disclosure Letter

Your Name  
Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date

Tax Authority Name  
Tax Authority Address  
City, State, Zip Code

Dear [Tax Authority Name],

I am writing to voluntarily disclose information regarding my tax filings as a self-employed professional. My name is [Your Name] and my Tax Identification Number (TIN) is [Your TIN].

During the tax years [Year(s)], I recognize that I may not have accurately reported all my income and expenses related to my self-employment activities. This correspondence serves as my intention to rectify any discrepancies.

Specifically, I would like to disclose the following:

- Income not previously reported: [Detail income]
- Business expenses that were improperly documented: [Detail expenses]
- [Any other relevant information]

I have taken corrective measures to ensure future compliance with tax regulations, including [describe any steps taken].

I respectfully request guidance on the next steps regarding this voluntary disclosure and would appreciate your understanding as I aim to resolve this matter amicably.

Thank you for your attention to this matter. I look forward to your response.

Sincerely,  
[Your Signature (if sending a hard copy)]  
[Your Printed Name]