

Seasonal Employment Tax Adjustment Notice

Date: [Insert Date]

To: [Employee Name]

[Employee Address]

[City, State, Zip Code]

Dear [Employee Name],

We hope this message finds you well. As we approach the end of the seasonal employment period, we would like to inform you of an important tax adjustment that will affect your earnings for this season.

Please be advised that due to [specific reason for tax adjustment], your tax withholding for the current season will be adjusted accordingly. This adjustment will be reflected in your final paycheck on [insert pay date].

It is essential that you review your pay stubs carefully and ensure that your withholding status remains accurate. If you have any questions or require further clarification regarding your tax situation, please feel free to reach out to our HR department at [HR contact information].

Thank you for your hard work and dedication during this seasonal employment. We greatly appreciate your contributions to [Event/Company Name].

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]