

# Seasonal Employment Tax Adjustment Notification

Date: [Insert Date]

Employee Name: [Insert Employee Name]

Employee Address: [Insert Employee Address]

Dear [Employee Name],

We hope this message finds you well. As a part-time seasonal employee for the upcoming [Season/Year], we would like to inform you about important tax adjustments that may apply to your earnings.

Due to changes in local tax regulations, your taxable income for the seasonal employment period will be adjusted. Please note the following:

- Employment Period: [Insert Start Date] to [Insert End Date]
- Estimated Hourly Wage: [Insert Wage]
- Tax Withholding Rate: [Insert Rate]

We recommend that you review your personal tax situation and consider adjusting your withholding allowances if necessary. For detailed guidance, you may consult a tax professional.

Should you have any questions regarding this adjustment, please do not hesitate to reach out to the HR department at [Insert Contact Information].

Thank you for your hard work and dedication during the [Season].

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]