

# Seasonal Employment Tax Adjustment Notification

Date: [Insert Date]

Dear [Employee's Name],

We hope this message finds you well. As a valued member of our team at [Company Name], we would like to inform you about an important update regarding your seasonal employment status and the related tax adjustments.

As the tourism season progresses, it is essential to ensure that your tax withholding aligns with your current earnings. This letter serves as a notification that your employment status will be reviewed, and necessary adjustments will be made to your tax withholding based on your projected income for the upcoming months.

Effective [Insert Effective Date], the following adjustments will be applied to your payroll:

- Adjustment Type: [e.g., Increased Tax Withholding]
- Reason for Adjustment: [e.g., Anticipated Increase in Earnings]
- New Withholding Rate: [Insert New Rate]

If you have any questions or wish to discuss this adjustment further, please feel free to reach out to our HR department at [HR Contact Information].

Thank you for your continued dedication to [Company Name], and we look forward to a successful tourism season together.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]