

Income Tax Clarification Letter

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title/Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to clarify my income tax situation as a freelance artist for the fiscal year [Insert Year]. As an independent contractor, my income is derived from various projects, commissions, and sales of my artwork.

According to my records, my total income for the year was [Insert Total Income], which includes the following sources:

- [Source 1: Description and Amount]
- [Source 2: Description and Amount]
- [Source 3: Description and Amount]

I have maintained detailed records of all transactions and expenses related to my business as a freelance artist, including:

- [Expense 1: Description and Amount]
- [Expense 2: Description and Amount]
- [Expense 3: Description and Amount]

Please let me know if you require any additional documentation or information to process my income tax return. I am committed to ensuring that my tax obligations are met accurately and promptly.

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

Sincerely,

[Your Name]