

Inquiry Regarding Startup Tax Incentive Program

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Recipient's Name]
[Recipient's Title]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am the founder of [Your Startup's Name]. We are currently exploring all available options to support our growth as a startup, including potential tax incentives.

Could you please provide more information about the startup tax incentive program that your organization offers? Specifically, I am interested in understanding the eligibility criteria, application process, and any deadlines we should be aware of.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,
[Your Name]
[Your Position]
[Your Startup's Name]