

Partnership Tax Return Deadline Reminder

Date: [Insert Date]

Dear [Partner's Name],

This is a friendly reminder that the deadline for filing our partnership tax return is approaching. Please ensure that all necessary documents and information are submitted by **[Insert Deadline Date]**.

If you have any questions or require assistance, feel free to reach out.

Thank you for your attention to this important matter.

Sincerely,
[Your Name]
[Your Position]
[Your Company Name]
[Your Contact Information]