

Foreign Income Reporting Essentials for Remote Workers

Date: [Insert Date]

To: [Employee Name]

[Employee Address]

Dear [Employee Name],

As a remote worker who is earning income from foreign sources, it is crucial to understand the essentials of reporting this income accurately. Below are the key points you need to consider:

- **Understand Your Tax Obligations:** You are required to report all foreign income on your tax return, regardless of where you reside.
- **Foreign Earned Income Exclusion:** Determine if you qualify for the Foreign Earned Income Exclusion to avoid double taxation.
- **Foreign Tax Credit:** Investigate if you can claim a foreign tax credit for taxes paid to another country.
- **Maintain Accurate Records:** Keep detailed records of your foreign income, including payment records and supporting documents.
- **Consult a Tax Professional:** It is advisable to seek guidance from a tax professional familiar with international tax laws.

Please ensure you review these points carefully and take necessary actions to comply with tax regulations. If you have any questions, feel free to reach out.

Best Regards,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]