

Clarification on Tax Relief Qualifications

Date: [Insert Date]

Recipient Name: [Recipient's Name]

Recipient Address: [Recipient's Address]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to clarify the qualifications for tax relief as outlined in our previous communication. It has come to my attention that there may be some confusion regarding the eligibility criteria.

To be eligible for tax relief, you must meet the following criteria:

- Be a resident of [Country/State] for the tax year in question.
- Have a total annual income that does not exceed [specific amount].
- Provide documentation supporting your income and residency status.
- Meet any additional requirements specified in [specific tax code or law].

If you have further questions or require additional assistance, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address]. Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization]

[Your Address]