

Contractor Tax Liability Update Notification

Date: [Insert Date]

To: [Contractor Name]

[Contractor Address]

[City, State, Zip Code]

Dear [Contractor Name],

We are writing to inform you of an important update regarding your tax liability as a contractor. Please review the following details:

Tax Liability Update

Your current tax liability is as follows:

- Previous Liability: \$[Insert Amount]
- Updated Liability: \$[Insert New Amount]

Reason for Update

The change in your tax liability is due to [brief explanation of the reason].

Next Steps

We recommend that you take the following actions:

- Review your financial records.
- Consult with a tax advisor.
- Make necessary payments by [insert payment deadline].

If you have any questions or require further information, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]