

Estate Tax Filing Notification

Jane Doe

123 Main Street

Cityville, ST 12345

Date: [Insert Date]

To Whom It May Concern,

I am writing to notify regarding the estate tax filing for the estate of John Smith, who passed away on [Insert Date of Death]. As the executor of the estate, I am responsible for ensuring that all necessary tax filings are completed in accordance with state and federal regulations.

The estate tax return (Form 706) will be filed on or before the due date of [Insert Due Date]. This letter serves as an acknowledgment of the estate's filing obligations and our commitment to comply with all requirements.

If you require any further information or documentation, please do not hesitate to reach out to me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

Jane Doe

Executor of the Estate of John Smith