

Capital Gains Tax Report

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Subject: Capital Gains Tax Report for Stock Options

Dear [Recipient's Name],

I am writing to provide you with a report on the capital gains tax related to my stock options for the financial year [Insert Year]. Below are the details:

Stock Options Details

Stock Name	Date Granted	Date Sold	Exercise Price	Sale Price	Shares Sold	Capital Gain
[Stock Name]	[Date Granted]	[Date Sold]	[Exercise Price]	[Sale Price]	[Shares Sold]	[Capital Gain]

Total Capital Gains

Total Capital Gains: [Insert Total Capital Gains Amount]

Please let me know if you require any further information or documentation.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]