



DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
WASHINGTON, D.C. 20224

<<b-name>>
<<address1>>
<<address2>>
<<city>>, <<state>> <<zip>>-<<zip4>>

Dear Sir or Madam:

I am writing to ask you to take part in an important survey that can benefit you and many other exempt organizations.

We hear from exempt organizations that preparing and filing tax returns can be time consuming and expensive. This survey will allow the IRS to learn more about those costs.

Your answers will help us update our estimates of the amount of time and money exempt organizations spend preparing their returns each year. We use this information to analyze how to reduce taxpayer burden. Let me assure you that all information you provide will be used for statistical or research purposes only.

Participation in the survey is voluntary. However, your return preparation and filing experiences will provide stronger data to help the IRS reduce taxpayer burden.

To see the official IRS announcement regarding this survey, please visit the following URL on the IRS website: <http://www.irs.gov/taxstats/charitablestats/article/0,,id=237673,00.html>.

I hope you will decide to participate in the survey, which is being conducted by Westat on behalf of the IRS. Together we have an opportunity to advance the understanding of taxpayer burden. Thank you.

Sincerely,

A handwritten signature in black ink that reads "Joseph H. Grant".

Joseph H. Grant
Deputy Commissioner
Tax Exempt & Government Entities