

1234567890

<<OrgName>>  
ATTN: <<ATTN>>  
<<Street1>>  
<<Street2>>  
<<City>>, <<State>> <<Zip>>-<<Zip4>>

<<Date>>

Dear Tax Manager:

I am writing to ask you to take part in an important survey that can benefit you and businesses like yours.

We hear from businesses that resolving post-filing issues with the IRS (including audits, exams, appeals, or return amendments) is time consuming and expensive. This survey will help us learn more about those costs.

Your responses to the survey will help us to better understand the time and money spent by businesses amending returns or resolving issues with an already-filed federal income tax return. Let me assure you that all information you provide will be used for research purposes only.

Participation is voluntary. You are not required to complete this survey. However, your feedback regarding your business's post-filing experiences will provide important data to help the IRS reduce business taxpayer burden.

To see the official IRS announcement regarding this survey, go to the IRS website:  
<http://www.irs.gov/uac/15V1-Business-Compliance-Burden-Survey>.

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

Sincerely,



Alain A. Dubois  
Acting Director, Office of Research, Analysis, and Statistics