

OGDEN UT 84201-0030

In reply refer to: 0466000003
Jan. 31. 2017 LTR 2645C L0
201512 30
Input Op: 0409905004 00003356
BODC: SB

JOHN MARK DOE
PO BOX 123
ANY TOWN, OHIO 01432



005215

Taxpayer identification number: 123-456-789
Tax periods: Dec. 31, 2015

Form: 1040

Dear Taxpayer:

We received one of the following items from you or your authorized third party on Jan. 11, 2017.

- Correspondence
- Telephone inquiry
- Payment
- Form
- Response to our inquiry or notice
- Penalty abatement request
- Installment agreement
- Other

Before we can resolve this matter, we need to process all of your information. We'll send you our complete response within 90 days. We don't need any further information from you right now.

If you have a current installment agreement with us, continue to make scheduled payments while waiting for our response. Even if you do not have a formal installment agreement, you can make payments to reduce the balance owed and minimize interest and penalty charges.%

To help us apply payments properly, make your check or money order payable to the United States Treasury and provide on each payment:%%
- Name% - Address% - Social security or employer identification number% - Daytime telephone number% - Tax year% - Tax form%%

We stopped any further notices to you while we research this matter. If you receive, or have received, additional notices about this account, please contact us.

If you have questions, you can call us toll free at 1-800-829-8374.

If you prefer, you can write to us at the address at the top of the first page of this letter. However, you don't need to take any further action at this time.

0466000003

Jan. 31, 2017 LTR 2645C L0

201512 30

Input Op: 0409905004 00003357

JOHN MARK DOE
PO BOX 123
ANY TOWN, OHIO 01432

You can get any of the forms or publications mentioned in this letter by calling 1-800-TAX-FORM (1-800-829-3676) or visiting our website at www.irs.gov/formspubs.

When you write, include this letter and provide in the spaces below your telephone number with the hours we can reach you. Keep a copy of this letter for your records.

Telephone number (____) _____ Hours _____

Thank you for your cooperation.

Sincerely yours,



Julie Bean
Operations Manager, Collections