

**APPENDIX E  
ACKNOWLEDGEMENT LETTER**

[	]	[INSERT NAME AND
[	]	ADDRESS OF PLAN
[	]	SPONSOR OR
[	]	AUTHORIZED REPRESENTATIVE
[	]	AT LEFT]

Applicant's Name: \_\_\_\_\_

Plan Name: \_\_\_\_\_  
[insert plan name]

Plan No. \_\_\_\_\_  
[insert plan number]

Control No.: \_\_\_\_\_  
(to be completed by IRS)

Received Date: \_\_\_\_\_  
(to be completed by IRS)

The Internal Revenue Service, Employee Plans Voluntary Compliance, has received your VCP submission for the above-captioned plan. Your request has been assigned the control number listed above. This number should be referred to in any communication to us concerning your submission. If a determination letter application was included with your VCP submission, any acknowledgement letter issued by the Service with regard to such application will be mailed to you under separate cover.

You will be contacted when the VCP case is assigned to an agent. If you need to inquire about the status of your case prior to that date, please call (626) 927-2011 (not a toll-free number). Please leave a message with the name of the plan, the Control Number, your name, and a phone number where you can be reached.

Thank you.