Dear Employment Tax Manager:

I'm writing to ask that you please complete the enclosed survey about the time and money employers spend to fulfill their federal employment tax and wage statement obligations. It is an important part of an ongoing effort by the IRS to reduce taxpayer burden.

In our previous research and surveys, we have heard from employers that preparing and filing employment tax returns and wage statements are time consuming and expensive. The IRS places a high priority on decreasing those expenses and is continuously looking for ways to do so.

By taking some time to answer the survey questions now, you could help the IRS find more ways for your business and many others like it to save time and money when preparing and filing future employment tax returns and wage statements. This is your chance to provide feedback regarding your business's federal taxpaying experience.

You are not required to participate in the survey. However, I hope you will take the opportunity to advance our understanding of taxpayer burden by deciding to complete it. I assure you that all information you provide will be used for research purposes only.

The IRS has chosen Westat, a well-known research organization, to conduct the survey on its behalf.

To read the official IRS announcement regarding this survey, go to the IRS website: https://www.irs.gov/statistics/2018-employment-tax-burden-survey. Thank you.

Sincerely,

Benjamin D. Herndon
Chief Research & Analytics Officer
Research, Applied Analytics & Statistics (RAAS)

For Sample Use Only

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