

[CPA Firm Name]
[CPA Name and License Number]
[Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Recipient Name/Lending Institution]
[Address]
[City, State, Zip Code]

RE: Income Verification for [Client Name]

To Whom It May Concern,

I am writing this letter at the request of my client, [Client Name]. I have served as the Certified Public Accountant for [Client Name/Business Name] since [Year].

Based on the federal tax returns and financial records provided to our firm, I am verifying the following income information for the past [Number] years:

- **Tax Year [Year]:** \$[Amount] (Adjusted Gross Income)
- **Tax Year [Year]:** \$[Amount] (Adjusted Gross Income)
- **Year-to-Date [Current Year]:** \$[Amount] (Estimated)

[Client Name] is currently [Self-Employed/Owner] of [Business Name], which has been in operation since [Year]. To the best of my knowledge, this business is currently active and in good standing.

Please note that this letter is provided for informational purposes based on the documentation provided by the client. It does not constitute a guarantee of future income or a formal audit of the client's financial position.

Should you require any further information, please feel free to contact my office.

Sincerely,

[Signature]
[Printed Name]
Certified Public Accountant