012345678901

<<ContactName>>

ATTN: <<ATTN>>>

<<Street1>>

<<Street2>>

<<City>>, <<State>> <<Zip>>-<<Zip4>>



Dear Taxpayer:

I'm writing to invite you to complete a web survey about the time and money you spent to prepare and file your federal gift tax return, Form 709, United States Gift (and Generation-Skipping Transfer) Tax Return, for Tax Year 2017.

We need your help with our ongoing efforts to reduce taxpayer burden. We've heard that preparing and filing federal gift tax returns is time consuming and expensive. By taking some time to answer the survey questions now, you can help us find ways to reduce the time and money taxpayers must spend to comply with future federal gift tax return filing requirements.

You may view and complete the survey by following the enclosed web survey instructions. Your participation is voluntary, and I assure you that all information you provide will be used for research purposes only. You won't be asked about the financial details of your return.

To see the official IRS announcement regarding this survey, go to the IRS website: https://www.irs.gov/statistics/2017-gift-tax-burden-survey. If you have questions about the survey you can call 855-269-8555. To learn more about research on taxpayer burden go to the IRS website: https://www.irs.gov/pub/irs-soi/d13315.pdf.

This survey is being conducted by Westat, a well-known research organization.

Thank you in advance for your help.

Sincerely,

Benjamin D. Herndon

Chief Research and Analytics Officer