

Sample Accountant's Letter
(Prepared on Accountant's Stationary)

Date

Milvia Castellano
Spectrum Mortgage Group, Inc.
3121 Commodore Plaza, Ste. 303
Coconut Grove, FL 33133

RE: **(Customer name)**

Dear Mrs. Castellano,

Please be advised that this accounting firm has known **Mr./Mrs. (customer name)** as a/an **(occupation)** for ___ years. His annual gross taxable income is in excess of **\$(amount in US dollars)** and has been in excess of **\$(amount in US Dollars)** for the last two years.

If I can be of further assistance please feel free to call.

Sincerely,

Accountant's Name