



Department of the Treasury
Internal Revenue Service

P.O. Box 69 Stop 811
Memphis TN 38101-0069

In reply refer to: 0571627328
Apr. 09, 2018 LTR 1962C 0
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Taxpayer identification number: [REDACTED]
Form: CIVPEN
Tax periods ending: Sep. 30, 2016 Dec. 31, 2016

Dear Taxpayer:

This letter responds to our telephone conversation on Apr. 02, 2018, about the unpaid tax for the tax periods above.

We accepted your offer to pay your monthly installment payments by automatic deductions from your checking account. We'll deduct your payment of \$350.00 on the 28th of each month.

Before we can deduct your monthly payments automatically, we must verify your account information.

We scheduled your first automatic withdrawal payment to be deducted from your checking account on May 28, 2018. If this payment withdrawal doesn't happen as planned, allow one more month before contacting us to report any problems.

WHAT YOU NEED TO KNOW ABOUT YOUR INSTALLMENT AGREEMENT

We charge a \$107 user fee to cover the cost of entering into a direct debit installment agreement not established through an IRS automated self-service application.

You must contact our office at least 15 days before your monthly due date to stop an automatic payment withdrawal from your checking account.

We can reduce the installment agreement user fee for individuals whose income falls at or below levels in the Reduced User Fee Income Guidelines. You may qualify for a one time reduction to your fee.

If your income is at or below the established levels (based on the Department of Health and Human Services poverty guidelines), you can apply for the reduced user fee of \$43 for new agreements. This reduction also applies to agreements that have payments deducted directly from a bank account.