



December 31, 9999

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W A Harriman Campus, Albany NY 12227-9995

Case ID: X-999999999

DLN: PX9999999999

Tax year: 9999

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A2XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  
CXXXXXXXXXXXXXXXXXXXX SX 99999-9999

**Se habla español.**  
Si usted no habla inglés y no entiende esta carta, comuníquese con un representante del Departamento de Impuestos al teléfono 518-457-2751.

**The withholding tax shown on your New York State fiduciary tax return does not match the withholding tax reported by the persons or entities that paid income to your estate or trust.**

To prove the amount of taxes withheld that you have claimed on your return, send us **all** of the following that show taxes withheld for New York State, New York City, or Yonkers:

- Forms 1099
- Forms W-2
- Any other withholding tax statements

It is important that you respond. If we do not hear from you, you will not receive the refund you requested.

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## What to do next

- Keep copies of all the items you send. Do not send us your original documents. We are unable to return them.
- Be sure to complete and include the enclosed Form DTF-973.61, *Response to Inquiry*, with the material you send us. The form is important because it tells us who you are.

You can send us the information in any of the following ways:

**Online:** Responding online using your Online Services account is the easiest and fastest way to respond. Once you have logged into your account, follow the next steps from the *Account Summary* page:

- Open the *Services* menu by selecting the menu icon in the upper left corner.
- Select *Respond to department notice*.
- Select *Respond to department notice* from the expanded menu.
- From the *Questionnaire* page, select *I received a notice about my refund*.
- Select notice *DTF-973.96-O*.
- Enter the DLN: PX9999999999.

If you do not have an Online Services account, visit our website to create one.

**Fax:** 999-999-9999

**Mail:** NYS TAX DEPARTMENT  
XXXXXXXXXXXXXXXXXXXX  
W A HARRIMAN CAMPUS  
ALBANY NY 12227-9995

If not using U.S. Mail, see Publication 55, *Designated Private Delivery Services*.

We process replies in the order that we receive them. The sooner you respond, the sooner we can complete our review. When we complete our review, we will send you a notice regarding our findings.

## Questions?

- Visit our website
- Call us at 999-999-9999

## Your rights as a taxpayer:

- For a full explanation of your rights as a taxpayer, go to [www.tax.ny.gov/tra/rights.htm](http://www.tax.ny.gov/tra/rights.htm).
- No Internet access? Call us at 518-457-3280 and we will mail you a statement of your rights.