



State of Utah

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Utah State Tax Commission

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*Commissioner*

BARRY C. CONOVER  
*Executive Director*

November 27, 2013

Corporate Name

Address

City, State Zip

**RE:** Utah Corporate Tax Project  
Utah Tax Number: **XXXXXXXX**

The Auditing Division of the Utah State Tax Commission is conducting a review to ensure entities registered with the Utah Department of Commerce are also filing Utah corporate tax returns. Since your corporation has qualified to do business with the Utah Department of Commerce and has had business activity in the State of Utah, Utah corporate franchise/income tax returns must be filed. This annual filing requirement ceases only after the corporation is formally dissolved or withdraws through the Utah Department of Commerce.

The information we have indicates you have not filed a Utah corporate tax return for the following year(s): **20xx**. Please complete the enclosed **Reply** form and any corporate tax returns that are due or past-due by **December 27, 2013**.

Typically, when no returns have been filed, the statute of limitations does not apply and the Commission may assess tax, interest, and penalty for an unlimited period. For returns submitted as part of this project by **December 27, 2013**, the Auditing Division agrees to not assess a penalty. Additionally, any underpayments will be subject only to statutory interest.

The **Reply** form and a link to the Utah corporate franchise/income tax returns may be found at [tax.utah.gov/selfreview/corporate](http://tax.utah.gov/selfreview/corporate). The **Reply** form and returns may be submitted by either email to [selfreview@utah.gov](mailto:selfreview@utah.gov) or by mail using the enclosed return envelope.

If you need additional time or have any questions, email us at [selfreview@utah.gov](mailto:selfreview@utah.gov) or contact one of the following from 8:00 a.m. to 5:00 p.m., Monday through Friday:

Jim Thompson (801) 297-4647  
Julie Goins (801) 297-4753

Thank you for your prompt attention and cooperation regarding this matter.

Corporate Name  
November 27, 2013  
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Respectfully,

A handwritten signature in black ink that reads "Michael Christensen". The signature is written in a cursive style with a long, sweeping underline.

Michael Christensen  
Tax Audit Manager

Enclosures