

CITY/COUNTY REVENUE DEPT

**PO BOX 5555
LEXINGTON KY 40555
(555) 555-3300**

00011

April 5, 2005

**JAN DOE
JAN'S JEWELLS
1234 DIAMOND PLACE
LEXINGTON KY 40500-0005**

Dear Taxpayer:

We received your **CITY/COUNTY OCCUPATIONAL TAX** tax return, for the tax period ending **03/31/2005**, however, your payment was not enclosed. Please, send in the amount owed as soon as possible to avoid interest and penalties.

Thank you.

M. Jones
Tax Enforcement Officer