

**SAMPLE COURT CUSTOMER NOTIFICATION LETTER**

***(Furnish by January 31<sup>st</sup> of the year following the calendar year in which the cash is received)***

**[Court Letterhead]**

Dear Customer:

We are required by the Internal Revenue Service to report all transactions involving more than \$10,000 in cash or cash equivalents as defined in 26 U.S.C. § 6050I and to notify customers identified in those transactions that we have filed the required report.

Pursuant to this requirement, this letter serves as notification that **[Name of Court]** filed Form 8300 with the IRS on **[Date]**, indicating that you gave us \$**[Amount]** in cash or cash equivalents in connection with your payment of cash bail for case number \_\_\_\_\_.

Sincerely,  
**[Your Name]**  
**[Your Title]**  
**[Your Court Address]**  
**[Your Court Phone Number]**

**[This form is provided as a sample only and is not intended as legal advice. Consult your judge/court administrator regarding appropriate wording for the Form 8300 Customer Notification Letter your court will issue.]**