



Department of the Treasury  
Internal Revenue Service



Notice	CP312
Form	
Notice date	
Social Security number	XXX-XX-1234
To contact us by phone	123-456-6789

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NAME  
ADDRESS  
CITY STATE ZIP

## You do NOT need to call or respond to this notice.

### We updated the authorizations on your tax account

On XX/XX/XXXX, we were informed the authorization of XX to represent you or receive your confidential tax information, or both, had been withdrawn.

As of XX/XX/XXXX, we canceled the authorization in our file for the tax periods:

XX/XX/XXXX-XX/XX/XXXX

### Next steps

If you have questions, you can call the number at the top of this notice.

We're experiencing heavy call volumes and long hold times. You may also find information to answer your questions at:

- [IRS.gov/Form2848](https://www.irs.gov/Form2848)
- [IRS.gov/Form8821](https://www.irs.gov/Form8821)
- [IRS.gov/Form706](https://www.irs.gov/Form706)

If you prefer, you can write to the address at the top of this notice.

When you write, include a copy of this letter, and write your telephone number and the hours we can reach you.

### Additional information

- Find tax forms or publications by visiting [IRS.gov/forms](https://www.irs.gov/forms) or calling (123-456-6789).
- Keep a copy of this notice for your records.