**Business Name Change Letter to IRS**

horizontal line

**Jane Doe**Owner  
Tech Innovations LLC  
123 Business Road  
Anytown, CA 12345  
jane.doe@example.com  
(555) 123-4567

June 24, 2024

**Internal Revenue Service**Attn: Business Name Change Department  
P.O. Box 12345  
City, State 67890

Subject: Notification of Business Name Change

Dear Sir/Madam,

I am writing to inform you of a change in the name of my business. Below are the details of the business before and after the name change:

**Previous Business Name:**

* Name: Tech Solutions LLC
* Employer Identification Number (EIN): 12-3456789
* Business Address: 123 Business Road, Anytown, CA 12345

**New Business Name:**

* Name: Tech Innovations LLC
* Business Address: 123 Business Road, Anytown, CA 12345

Please update your records to reflect this change. Enclosed are copies of the relevant documents supporting this name change, including the amendment filed with the state.

If you require any additional information or documents, please do not hesitate to contact me at (555) 123-4567 or jane.doe@example.com.

Thank you for your attention to this matter.

Sincerely,

**Jane Doe**Owner  
Tech Innovations LLC  
123 Business Road  
Anytown, CA 12345