

[today's date here]

RETURN SERVICE REQUESTED

Department of the Treasury
Internal Revenue Service Center
Fresno, CA 93888-0002

Re: Election Under Section 83(b) of the Internal Revenue Code
By [your name]
Taxpayer Identification Number: ssn-xx-xxxx

Dear Sir or Madam:

Enclosed please find an executed form of Election under Section 83(b) of the Internal Revenue Code of 1986, filed with respect to an interest acquired in [your company name, Inc.].

Also enclosed is a copy of this letter and a stamped, self-addressed envelope. Please acknowledge receipt of these materials by marking the copy when received and returning it to the undersigned.

Thank you very much for your assistance.

Very truly yours,

[your name typed here, signed above line]

Enclosures

Director of Internal Revenue
Internal Revenue Service Center
Fresno, CA 93888-0002

Re: Election Under Section 83(b) of the Internal Revenue Code

Gentlemen:

This statement constitutes an election pursuant to Section 83(b) of the Internal Revenue Code of 1986, as amended from time to time.

Pursuant to Treasury Regulations Section 1.83-2, the following information is submitted:

1. **Name:** [firstname lastname] (“Purchaser”)
Address: [tax filing address of purchaser]
[City, State ZipCode]
Social Security No.: [xxx-xx-xxxx]
2. **Property Description:** [number of shares] shares of Common Stock of [company name, inc.]
3. The date on which the Stock was purchased is [exercise date - month day, year].
4. The taxable year for which the election is made is the calendar year [year].
5. **Restrictions:**

“If, on or before [final vesting date], the employment of the Purchaser at [company name, inc.] terminates for any reason, the Corporation shall have the option to repurchase some or all of the property (depending upon the date of such termination) for a price equal to the cost of the property repurchased.”
6. The fair market value at the time of transfer of the Stock, determined without regard to any restriction other than a restriction which by its terms will never lapse, is [\$xyz].
7. The amount paid by the undersigned taxpayer for the property is [\$xyz].
8. A copy of this statement has been furnished to [company name, inc.] and the transferee of the property if different from the Purchaser.

Dated: [today’s date]

Very truly yours,

[your name typed here – sign above line]