

# Letter of Request for Clarification

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Property Tax Office Name]

[Office Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to request clarification regarding the property tax deductions applicable to my property located at [Property Address]. As a taxpayer, it is important for me to fully understand the deductions available to ensure compliance and optimize my tax responsibilities.

Specifically, I would like to clarify the following points:

- [Specify the first point of clarification]
- [Specify the second point of clarification]
- [Specify any additional points as necessary]

Your assistance in this matter would be greatly appreciated, and I look forward to your prompt response. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require any further information.

Thank you for your attention to this matter.

Sincerely,

[Your Name]