

Inquiry for International Tax Advisory Services

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am reaching out to inquire about international tax advisory services that your firm offers. As [briefly describe your company or personal situation, e.g., "a multinational corporation seeking to optimize our tax strategy across different jurisdictions"], we are interested in understanding how your expertise could assist us in navigating complex international tax regulations.

We would appreciate it if you could provide information regarding the following:

- The range of services offered concerning international tax compliance and planning.
- Your experience with businesses in our industry.
- Fee structures and potential timelines for engagement.
- Any relevant case studies or references.

Thank you for your time and assistance. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Company Name]