

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally address an international tax dispute concerning [brief description of the dispute]. This issue has arisen due to [explain the reason for the dispute in detail].

As per the provisions of the applicable double taxation agreement between [Country A] and [Country B], I believe that the taxation applied is not aligned with the guidelines established in the agreement. Specifically, [provide details supporting your claim].

To resolve this matter amicably, I propose we [suggest a course of action such as a meeting or mediation]. I am keen to find a resolution that is acceptable to both parties and adheres to international tax regulations.

I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title/Position, if applicable]

[Your Organization, if applicable]