

# Property Tax Payment Arrangement Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

[Tax Authority Name]

[Tax Authority Address]

[City, State, ZIP Code]

Dear [Tax Authority Contact Name],

I hope this letter finds you well. I am writing to request a payment arrangement for my property tax, account number [Insert Account Number], which is currently overdue.

Due to [brief explanation of your situation, e.g., financial hardships, unexpected expenses], I am unable to pay the total amount due at this time. I respectfully request to establish a payment plan that would allow me to settle my outstanding balance over the next [insert duration, e.g., 6 months].

Proposed Payment Plan Details:

- Total Amount Due: \$[Insert Amount]
- Proposed Monthly Payment: \$[Insert Amount]
- Start Date: [Insert Date]

I appreciate your consideration of my request and any assistance you can provide during this challenging time. Please let me know if you require any further information to process my request.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]