

[Your Name]

[Your Position]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Position]

[Recipient Company]

[Recipient Address]

[City, State, Zip Code]

Subject: Request for Corporate Tax Efficiency Analysis

Dear [Recipient Name],

I hope this message finds you well. As part of our ongoing efforts to optimize our company's financial performance, we are seeking a comprehensive analysis of our corporate tax efficiency.

The primary objectives of this analysis include:

- Identifying opportunities for tax savings
- Understanding our current tax obligations
- Evaluating potential strategies for enhancing tax efficiency

We appreciate your expertise in this area and would like to request a detailed review of our current tax structure and recommendations for improvement. Please let us know your availability for an initial discussion and any preliminary information you may need from our side.

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

Best regards,

[Your Name]

[Your Position]

[Your Company]