

Tax Assessment Appeal for Sales Tax Classification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To:

[Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Subject: Appeal for Sales Tax Classification - [Tax Identification Number]

Dear [Tax Authority Official's Name],

I am writing to formally appeal the sales tax classification assigned to my business, [Your Business Name], for the tax year [Insert Tax Year]. According to the assessment notice dated [Insert Date of Notice], my business has been classified under [Current Classification], which I believe is incorrect based on the following reasons:

- Reason 1: [Explain your first reason]
- Reason 2: [Explain your second reason]
- Reason 3: [Explain your third reason]

As evidence to support my appeal, I have attached the following documents:

- [Document 1]
- [Document 2]
- [Document 3]

I kindly request a review of my case and a reassessment of my sales tax classification based on the information provided. I am willing to provide any additional information or clarify any details as necessary.

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

Sincerely,

[Your Name]

[Your Title/Position]

[Your Business Name]