

Request for Tax Penalty Consideration

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Internal Revenue Service

[IRS Address]

[City, State, Zip Code]

Dear [IRS Official's Name or "To Whom It May Concern"],

I hope this letter finds you well. I am writing to respectfully request consideration regarding the tax penalty assessed for the tax year [Insert Tax Year]. My Taxpayer Identification Number (TIN) is [Insert TIN].

Due to [briefly explain your situation, e.g., medical emergencies, loss of income, etc.], I was unable to meet the filing deadline. I have always strived to maintain compliance with tax regulations, and this situation was truly unforeseen.

In light of these circumstances, I kindly ask for your understanding and consideration in waiving or reducing the penalty. I am willing to provide any documentation necessary to support my case.

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

Sincerely,

[Your Name]