

Proposal for Structured Tax Debt Payments

Date: [Insert Date]

To: [Tax Authority Name]

From: [Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Dear [Tax Authority Name],

I am writing to formally propose a structured payment plan for my outstanding tax debt, reference number [Tax ID or Reference Number]. Due to [briefly state your reasons, e.g., financial hardship, unforeseen circumstances], I am unable to pay the total amount owed in a lump sum.

To resolve this matter, I propose the following structured payment plan:

- Total Amount Owed: \$[Total Amount]
- Proposed Monthly Payment: \$[Proposed Monthly Payment]
- Duration of Payment Plan: [Number of Months] months
- Proposed Start Date: [Start Date]

I believe that this proposal is a fair solution that allows me to fulfill my tax obligations while managing my financial circumstances effectively. I am committed to making all payments on time and appreciate your consideration of this request.

Please let me know if you require any further information or documentation to process this proposal. I look forward to your favorable response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]