

Tax Debt Payment Arrangement Proposal

Date: [Insert Date]

[Recipient Name]

[Recipient Title]

[Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to propose a payment arrangement regarding my outstanding tax debt of [Insert Amount]. Due to [reason for financial hardship], I am currently unable to pay the full amount immediately.

To resolve this matter, I propose to pay [proposed payment amount] on a [weekly/monthly] basis, starting from [start date] until the total debt is fully paid. I believe this arrangement will allow me to meet my financial obligations while also fulfilling my tax responsibilities.

I appreciate your understanding and consideration of my situation. I am hopeful we can come to an agreement that works for both parties.

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

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]