

Tax Audit Appeal Notification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Subject: Appeal Notification for Tax Audit

Dear [Tax Authority Name],

I am writing to formally appeal the findings from the recent tax audit conducted on my account (Taxpayer ID: [Insert Taxpayer ID]). The audit period under review covered the tax year [Insert Tax Year].

I believe there were discrepancies that need to be reconsidered, particularly regarding [briefly state the specific issues or discrepancies]. Attached are the relevant documents that support my position.

I respectfully request a reevaluation of the audit findings and look forward to your prompt attention to this matter. Please confirm receipt of this appeal and any next steps that may be required.

Thank you for your consideration.

Sincerely,

[Your Name]