

Tax Dispute Resolution Notification

Date: [Insert Date]

To: [Sole Proprietor's Name]

Address: [Sole Proprietor's Address]

Dear [Sole Proprietor's Name],

Subject: Notification of Tax Dispute Resolution

We are writing to inform you regarding the tax dispute pertaining to your account, registered under the Tax Identification Number (TIN) [Insert TIN]. It has come to our attention that discrepancies exist in your submitted tax returns for the fiscal year [Insert Year].

To resolve this matter, we invite you to participate in a dispute resolution meeting scheduled for [Insert Date of Meeting] at [Insert Location]. This meeting aims to discuss the identified discrepancies and arrive at an amicable resolution.

Please bring along any relevant documents that support your position, including [Insert examples of required documents].

If you have any questions or require further information, feel free to contact us at [Insert Contact Information].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]