

Application for Assistance with Tax Returns

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Recipient Name]

[Recipient Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to request assistance with my tax returns for the year [insert year]. Due to [brief explanation of your circumstances, e.g., financial hardship, lack of understanding of tax codes], I am seeking support in accurately filing my taxes.

I believe that [mention any specific programs or support services the organization offers, if applicable]. I would greatly appreciate any guidance or resources you could provide to help me complete my tax returns this year.

Please let me know if you require any additional information or documentation from my side.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,

[Your Name]