

# Letter of Negotiation for Tax Arrears Payment Plan

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Dear [Tax Authority Official's Name],

I am writing to discuss my current tax arrears and to propose a payment plan that will allow me to settle my outstanding balance. Due to [brief explanation of your financial situation], I am unable to pay the full amount at this time.

The total amount I owe is [Insert Total Amount]. I would like to propose a payment plan that includes monthly payments of [Insert Proposed Amount] over a period of [Insert Duration]. This plan will allow me to meet my obligations while also managing my financial situation.

I appreciate your understanding and consideration of my request. I am committed to resolving my tax arrears and ensuring compliance with my obligations. Please let me know if we can set up a time to discuss this further or if you require any additional information from my side.

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

Sincerely,

[Your Name]