

Notice of Tax Rate Negotiation Discussion

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To: [Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We would like to inform you that a discussion is scheduled to negotiate the current tax rate. Your feedback and input are essential to this process, and we believe collaboration will lead to a favorable outcome.

Date of Meeting: [Insert Date]

Time: [Insert Time]

Location: [Insert Location/Platform for Virtual Meeting]

Please confirm your attendance by [Insert RSVP Date]. We look forward to your participation and valuable contributions to this discussion.

Thank you!

Sincerely,

[Your Name]

[Your Title]

[Your Organization]