

Tax Deferral Agreement Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Internal Revenue Service

[IRS Office Address]

[City, State, Zip Code]

Dear [IRS Officer's Name or "To Whom It May Concern"],

I am writing to formally request a tax deferral agreement regarding my tax obligations for the tax year [insert year]. Due to [explain your situation briefly, e.g., financial hardship, medical issues, loss of employment], I am currently unable to meet my tax liabilities by the due date.

Understanding the importance of fulfilling my tax responsibilities, I would like to propose a deferral of my payment until [proposed date]. This will allow me the necessary time to arrange my finances and ensure that I can meet my obligations without compromising my financial stability.

Enclosed are the necessary documents supporting my request, including [list any documents such as financial statements, medical bills, etc.]. I hope for your understanding and consideration in this matter.

Thank you for your attention to this request. I look forward to your favorable response.

Sincerely,

[Your Name]