

Corporate Tax Refund Appeal

Your Name
Your Title
Your Company Name
Your Company Address
City, State, Zip Code
Email Address
Phone Number
Date

To Whom It May Concern,
[Department Name]
[Tax Authority Name]
[Tax Authority Address]
City, State, Zip Code

Subject: Appeal for Corporate Tax Refund for Amended Return - [Your Company Tax ID]

Dear [Recipient's Name or "Tax Appeal Officer"],

I am writing on behalf of [Your Company Name] regarding our amended corporate tax return submitted on [submission date]. We have been informed that our request for a tax refund regarding [specific tax year] has been denied.

We believe the denial was made in error due to [briefly explain reason, e.g., miscalculation, overlooked deductions, etc.]. Enclosed are supporting documents and evidence to substantiate our claim, including [list documents, e.g., amended return, original receipts, correspondence, etc.].

We kindly request a review of our amended return and reconsideration for the refund. Your attention to this matter is greatly appreciated. We are eager to discuss this further if needed.

Thank you for your prompt attention to this appeal. Please feel free to contact me at [Phone Number] or [Email Address] should you require any additional information.

Sincerely,
[Your Name]
[Your Title]
[Your Company Name]

Enclosures: [List of Enclosed Documents]