

# Letter of Appeal for Corporate Tax Refund

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To: [Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Dear [Tax Authority Representative's Name],

Subject: Appeal for Audit Results regarding Corporate Tax Refund - [Refund Reference Number]

I am writing to formally appeal the audit results pertaining to our corporate tax refund for the tax year [Insert Tax Year]. Our refund request, submitted on [Insert Submission Date], was recently reviewed, and we believe that the findings do not accurately reflect our tax filings.

According to the audit results received on [Insert Date of Audit Results], it appears that [briefly outline the key points of disagreement with the audit findings]. We are confident that the initial refund request was based on accurate and complete documentation, which we are prepared to provide for your review.

We kindly request a reconsideration of the audit findings and would like to schedule a meeting to discuss this matter further. Please find attached the relevant documentation for your reference.

Thank you for your attention to this matter. We look forward to your prompt response and hope for a resolution that reflects the correct interpretation of our tax refund entitlement.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]