

# Corporate Tax Refund Appeal

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

To Whom It May Concern,

Subject: Appeal for Corporate Tax Refund - Incorrect Assessment

I hope this message finds you well. I am writing to formally appeal the assessment results communicated to us on [date of assessment], regarding our corporate tax filings for the fiscal year [fiscal year].

Upon a thorough review of the assessment, we believe that there were discrepancies in the calculations related to [specific reasons for appeal, e.g., deductions, credits, etc.]. We have attached detailed documents supporting our claim, including [list any relevant documents, such as tax returns, financial statements, correspondence, etc.].

We request that you reconsider the assessment based on the information provided. We believe that the adjustments will warrant a refund of the overpaid tax amounting to [amount].

We appreciate your attention to this matter and look forward to a prompt resolution. Should you require any further information, please do not hesitate to contact me directly at [your phone number] or [your email].

Thank you for your prompt attention to this appeal.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Title]

[Company Name]