

IRS Settlement Negotiation Letter

Date: [Insert Date]

[Your Name]

[Your Address][City, State, Zip]

[Your Email][Your Phone Number]

Internal Revenue Service[IRS Address][City, State, Zip]

Subject: Offer in Compromise - [Your Social Security Number or Tax ID]

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

I am writing to formally request a settlement negotiation regarding my outstanding tax liabilities for the tax year(s) [list applicable years]. Due to [brief explanation of financial hardship, e.g., loss of employment, medical expenses], I am unable to pay the full amount owed.

I would like to propose an Offer in Compromise in order to settle my tax debt for less than the full amount. I believe this offer is justified for the following reasons:

- [Reason 1]
- [Reason 2]
- [Reason 3]

Attached to this letter, you will find documentation that supports my financial situation, including [list any documents, e.g., pay stubs, bank statements, medical bills].

I appreciate your consideration of my offer and hope to work together towards a resolution that is beneficial for both parties. Please feel free to contact me at your convenience to discuss this matter further.

Thank you for your attention to this urgent matter.

Sincerely,

[Your Signature] (if sending a hard copy)[Your Printed Name]