

Tax Arrears Settlement Offer

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally propose a settlement for my existing tax arrears totaling [insert amount]. Due to [briefly explain reasons for financial hardship], I am unable to pay the full amount owed at this time.

In light of my current financial situation, I would like to offer a settlement of [insert proposed settlement amount] to resolve my tax arrears. I believe that this offer is reasonable and in good faith.

I kindly request your consideration of this offer and am open to discussing any terms or conditions that you might require. Please find attached [mention any supporting documents if applicable].

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]