

Tax Debt Resolution Proposal

Date: [Insert Date]

To: [Insert Tax Authority Name]

Address: [Insert Tax Authority Address]

Subject: Tax Debt Resolution Proposal for [Insert Your Name/Business Name]

Dear [Insert Tax Authority Official's Name],

I hope this letter finds you well. I am writing to propose a resolution for my outstanding tax debt of [Insert Amount] under Tax ID [Insert Tax ID]. Due to [brief explanation of financial hardship], I am currently unable to settle this debt in a lump sum.

To resolve this matter, I would like to propose a payment plan of [Insert Proposed Amount] per month for [Insert Duration] months, with the hope of completely settling the debt by [Insert Proposed Completion Date].

Attached to this letter are my financial statements and supporting documents which demonstrate my current financial situation. I am committed to fulfilling my tax obligations and respectfully request your consideration of this proposal.

Thank you for your attention to this matter. I look forward to your cooperation and a favorable response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]