

Letter of Petition for Additional Time for Corporate Tax Filing

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Subject: Petition for Extension of Time to File Corporate Tax Returns

Dear [Tax Authority Name],

We are writing to request an extension of time to file our corporate tax return for the fiscal year ending [Fiscal Year End Date]. Due to [briefly explain reason for the request, e.g., unforeseen circumstances, delays in financial documents, etc.], we are unable to meet the original filing deadline of [Original Deadline Date].

We value our compliance with tax obligations and aim to provide an accurate and complete return. Therefore, we kindly request an additional [number of days/weeks] to finalize our documentation and submit our tax return, extending the deadline to [Requested New Deadline Date].

We appreciate your understanding and consideration of our request. Please let us know if you require any additional information or documentation regarding this matter.

Thank you for your attention to this request. We look forward to your favorable response.

Sincerely,

[Your Name]

[Your Position]

[Company Name]