

Tax Assessment Payment Plan Agreement

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Dear [Tax Authority Contact Name],

I am writing to propose a payment plan regarding my tax assessment for the year [Insert Year], with reference number [Insert Reference Number]. Due to unforeseen circumstances, I am currently unable to pay the total amount owed of [Insert Amount].

To fulfill my obligation, I would like to suggest a payment plan as follows:

- Total Amount Owed: [Insert Amount]
- Proposed Payment Plan Duration: [Insert Number of Months]
- Proposed Monthly Payment Amount: [Insert Amount]

I believe this payment plan will allow me to meet my tax obligations while ensuring my financial stability. I kindly request your consideration and approval of this proposal.

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

Sincerely,

[Your Name]