

Request for Tax Penalty Waiver

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Tax Authority Name]

[Tax Authority Address]

[City, State, ZIP Code]

Subject: Request for Waiver of Tax Penalty

Dear [Tax Authority Official's Name or "To Whom It May Concern"],

I hope this letter finds you well. I am writing to formally request a waiver of the tax penalties imposed on my account due to my recent unemployment.

My tax identification number is [Your Tax ID Number], and the penalties relate to tax year [Tax Year in Question]. Due to unforeseen circumstances, I lost my job on [Date of Unemployment], and as a result, I have faced significant financial challenges.

I have made every effort to fulfill my tax obligations, but my current situation has made it difficult to meet the deadlines and cure the penalties assessed. I kindly ask you to consider my circumstances and waive the penalties incurred during this challenging period.

Attached to this letter, you will find documentation supporting my claim, including [mention any relevant documents, like termination letters, unemployment benefits statements, etc.].

Thank you for considering my request. I hope for a favorable response and appreciate your understanding.

Sincerely,

[Your Name]