

Application for Tax Identification Number Registration

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To,

The Tax Officer,

[Tax Authority Name]

[Authority Address]

[City, State, Zip Code]

Subject: Application for Tax Identification Number Registration

Dear Sir/Madam,

I am writing to formally request the registration of a Tax Identification Number (TIN) for my individual/business entity. My details are as follows:

- Name: [Your Name/Business Name]
- Date of Birth/Establishment: [Date]
- Address: [Your Address]
- Nature of Business: [If applicable]

Enclosed with this letter are copies of the necessary documents for your review:

- [List of Documents]

I kindly request you to process my application at your earliest convenience. If you need any additional information, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]