

Letter of Appeal for Withholding Tax Exemption Certificate

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Department Name]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally appeal for the issuance of a withholding tax exemption certificate for [Your Organization/Business Name], which has been registered under [Tax Identification Number/Registration Number]. We have recently received notification that our application for exemption has been denied.

As per the regulations governing withholding tax exemptions, our organization qualifies for such a certificate due to [provide reasons for the exemption, e.g., non-profit status, specific activities, etc.]. We have attached all relevant documentation to support our appeal, including [list documents, e.g., tax-exempt status certificate, financial statements, etc.].

We kindly request that you reconsider our application and provide us with the withholding tax exemption certificate at your earliest convenience. We believe that granting this exemption will greatly benefit our efforts in [briefly describe the purposes of your organization/business].

Thank you for your attention to this matter. We look forward to your prompt response and are hopeful for a positive resolution. Please do not hesitate to contact me if you need any further information or clarification.

Sincerely,

[Your Name]
[Your Title]
[Your Organization/Business Name]