

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

[Recipient Name]
[Recipient Title]
[Tax Authority Name]
[Authority Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request tax treaty relief in accordance with the provisions outlined in the tax treaty between [Your Country] and [Recipient Country]. I believe that I qualify for this relief based on [brief explanation of your eligibility].

My details are as follows:

- Name: [Your Name]
- Tax Identification Number: [Your TIN]
- Country of Residence: [Your Country]

I have attached the necessary documentation to support my application, including [list of documents]. I would appreciate your prompt attention to this matter and look forward to your positive response.

Thank you for considering my application.

Sincerely,

[Your Name]