

# Notice of Tax Payment Plan Revision

Date: [Insert Date]

Dear [Taxpayer's Name],

We are writing to inform you of a revision to your tax payment plan associated with your account number [Insert Account Number]. After a thorough review, we have made adjustments to ensure your payment plan aligns with your financial situation.

Your new payment plan details are as follows:

- New Monthly Payment Amount: [Insert New Amount]
- Due Date: [Insert New Due Date]
- Revised Payment Schedule: [Insert Schedule Details]

If you have any questions or require further assistance, please do not hesitate to reach out to our office at [Insert Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]