

Dividend Tax Reimbursement Application

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To,

[Recipient's Name]

[Recipient's Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Application for Dividend Tax Reimbursement

Dear [Recipient's Name],

I am writing to formally request the reimbursement of dividend tax that has been deducted from my dividends during the [specify period]. I am a shareholder in [Company Name] and have received dividends totaling [amount] during this period.

As per the tax regulations, I believe I am entitled to a reimbursement of the taxes withheld. I have attached the necessary documentation, including my dividend statements and tax deduction details, for your reference.

I would appreciate your prompt attention to this matter and look forward to your response. Thank you for your assistance.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]