

Request for Reimbursement of Dividend Taxes Withheld

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request a reimbursement for the dividend taxes that were withheld from my dividends paid on [insert dates or periods of dividends received]. As per the relevant tax agreements and policies, I believe I am eligible for a refund.

Details of the transaction are as follows:

- Dividend Payment Date: [Insert Date]
- Amount of Dividends: [Insert Amount]
- Withholding Tax Rate: [Insert Rate]
- Total Tax Withheld: [Insert Amount]

I kindly request that you process this reimbursement at your earliest convenience. I have attached the necessary documents for your reference, including copies of my tax records and documentation of the withheld amounts.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]