

Your Name
Your Address
City, State, ZIP Code
Email Address
Phone Number
Date

Tax Authority Name
Tax Authority Address
City, State, ZIP Code

Dear [Tax Authority's Name or Title],

Subject: Request for Advance Tax Ruling

I am writing to formally request an advance tax ruling regarding [briefly describe the matter or issue]. I am seeking clarification on [specific tax provisions or concerns].

The relevant details of my case are as follows:

- Taxpayer Name: [Your Name or Company Name]
- Taxpayer Identification Number: [Your TIN]
- Description of the transaction or events: [Provide details of the situation]
- Applicable tax provisions: [List specific sections of tax law]

It is my understanding that a ruling on this matter will assist in ensuring compliance with the applicable tax laws and regulations. I have attached additional documentation that may assist in your review.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,
[Your Name]
[Your Position, if applicable]
[Your Company Name, if applicable]