

Voluntary Tax Disclosure Letter

Date: [Insert Date]

To: [Insert Tax Authority Name]

Address: [Insert Tax Authority Address]

Subject: Voluntary Tax Disclosure

Dear [Insert Tax Authority Contact Name],

I am writing to voluntarily disclose certain information regarding my business, [Insert Business Name], Tax Identification Number (TIN): [Insert TIN]. I acknowledge that I may have overlooked some tax obligations and wish to rectify this matter promptly.

Details of the voluntarily disclosed information are as follows:

- Tax Period: [Insert Tax Period]
- Description of Undisclosed Income: [Insert Description]
- Estimated Amount: [Insert Amount]

I would like to cooperate fully with your office and settle any outstanding obligations. I appreciate your understanding and assistance in this matter.

Thank you for your attention to this matter. I look forward to your guidance on the next steps.

Sincerely,

[Your Name]

[Your Position]

[Insert Business Name]

[Insert Contact Information]