

Petition for Extended Tax Information

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I hope this letter finds you well. I am writing to formally request an extension for the submission of my tax information for the tax year [Insert Year]. Due to [briefly explain reason, e.g., unforeseen circumstances, illness, etc.], I am unable to gather the necessary documentation by the original deadline.

I kindly ask for your consideration in granting me an extension until [Insert Requested Date]. This additional time will allow me to compile and submit all required information accurately.

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

Sincerely,

[Your Signature]

[Your Printed Name]