

Expat Tax Assistance Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the expat tax assistance services offered by your organization. As an expatriate currently residing in [Country/Region], I am concerned about my tax obligations in both my host country and my home country.

Specifically, I would like to know:

- What services do you provide for expatriates regarding tax filing?
- Do you assist with tax planning and compliance to minimize my tax liabilities?
- What information or documentation would I need to provide to get started?
- Are there any specific fees associated with your services?

I appreciate your assistance and look forward to your prompt reply.

Thank you,

[Your Name]