

# Letter of Appeal for Tax Dispute Negotiation

[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 Officer's Name],

I am writing to formally appeal the tax assessment dated [insert date of assessment] regarding my [individual/business] tax return for the year [insert tax year]. The assessment claims that I owe [insert amount], which I believe to be inaccurate due to [briefly explain reason for dispute].

I would like to request a negotiation regarding this matter. I am confident that upon review, you will find that the documentation I have provided supports my position. I am willing to provide any additional information or clarification needed to facilitate this process.

I appreciate your attention to this matter and look forward to resolving this dispute amicably. Please let me know a convenient time for us to discuss this further.

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Title, if applicable]