

Tax Liability Correction Appeal

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Subject: Appeal for Tax Liability Correction

Dear [Tax Authority Representative's Name],

I hope this letter finds you well. I am writing to formally appeal the tax liability determined for the tax year [Year]. My tax identification number is [Your Tax ID Number].

Upon reviewing the tax assessment dated [Date of Assessment], I believe that the calculation is incorrect due to [briefly explain the reason for the appeal, e.g., an error in reported income, misinterpretation of tax law, etc.].

Attached are documents that support my claim, including [list any included documents, e.g., tax returns, receipts, correspondence, etc.]. I kindly request a review of my case and an adjustment to my tax liability accordingly.

I appreciate your attention to this matter and look forward to your prompt response. Please do not hesitate to reach out to me if you require any further information.

Thank you for considering my appeal.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]