

Letter of Arrangement for Installment Payments on Property Tax

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Tax Collector's Name]
[Local Government Office Name]
[Office Address]
[City, State, Zip Code]

Dear [Tax Collector's Name],

I hope this letter finds you well. I am writing to formally request an arrangement for installment payments for my property tax for the year [Insert Year]. Due to [briefly explain reason, e.g., financial hardship], I am unable to pay the full amount by the due date.

My property details are as follows:

- Property Address: [Insert Property Address]
- Parcel Number: [Insert Parcel Number]

I would like to propose the following payment plan:

- Total Tax Due: [Insert Total Amount]
- Proposed Installment Amount: [Insert Amount per Installment]
- Number of Installments: [Insert Number of Payments]
- Proposed Start Date: [Insert Date]

I assure you that I am committed to adhering to this payment schedule. I appreciate your understanding and consideration of my request. Please let me know if you need any further information or documentation.

Thank you for your attention to this matter. I look forward to your favorable response.

Sincerely,

[Your Name]
[Your Signature (if sending a hard copy)]