

Offer in Compromise

Date: [Insert Date]

To: [IRS Address]

Subject: Offer in Compromise for [Your Name, Tax Identification Number]

Dear Sir/Madam,

I am writing to formally submit an Offer in Compromise regarding my tax liabilities for the tax year(s) [Insert Tax Year(s)]. My Tax Identification Number is [Insert TIN]. Due to [briefly explain your circumstances - e.g., financial hardship, medical issues, etc.], I am unable to pay the full amount owed.

After careful consideration of my financial situation, I believe that settling my tax liability for [Insert Proposed Amount] would be in the best interest of both parties. Attached please find the necessary documentation supporting my claim of financial hardship including [list any included documents, e.g., financial statements, proof of income, etc.].

I kindly ask you to review my Offer in Compromise. I am hopeful for a favorable resolution to this matter. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you have any questions or require further documentation.

Thank you for your time and consideration.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]