

# Request for Tax Liability Reduction

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

To: [Tax Authority's Name]

[Tax Authority's Address]

[City, State, Zip Code]

Dear [Tax Authority's Name],

I am writing to formally request a reduction in my tax liability for the tax year [Year]. Due to [briefly explain your reason, e.g., financial hardship, medical expenses, loss of income], I am facing difficulties in meeting my current tax obligations.

Specifically, I am requesting a reduction of [specific amount or percentage] in my tax liability. I believe this adjustment would alleviate some of my financial burden and allow me to comply with my obligations moving forward.

Attached to this letter are documents supporting my request, including [list relevant documents, e.g., income statements, medical bills, etc.]. I appreciate your consideration of my situation and hope for a favorable response.

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

Sincerely,

[Your Name]