

Tax Settlement Negotiation Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Tax Agency Name]

[Agency Address]

[City, State, Zip Code]

Subject: Request for Tax Settlement Negotiation

Dear [Tax Agency Contact's Name],

I hope this letter finds you well. I am writing to formally request a negotiation regarding my tax settlement for the tax year [insert relevant tax year]. My tax identification number is [insert tax ID number].

Due to [briefly explain your financial situation or circumstances], I am unable to meet my current tax obligations in full. I am committed to resolving my tax debt and believe a settlement would benefit both parties.

I kindly request the opportunity to discuss this matter further and explore potential settlement options that would allow me to meet my obligations without causing undue financial hardship.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,

[Your Name]