Deductible Expenses Adjustment Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

To Whom It May Concern,

I am writing to formally request an adjustment regarding my deductible expenses for the tax year [Year]. After reviewing my financial records, I believe there may have been an error in the initial calculation of my deductible expenses.

Specifically, I would like to address the following deductible expenses:

- [Expense Description 1] - [Amount]
- [Expense Description 2] - [Amount]
- [Expense Description 3] - [Amount]

Enclosed, you will find supporting documents that provide evidence of the above expenses, including receipts and invoices for your review.

I kindly request that you review my case and adjust my deductible expenses accordingly. If you require any further information or documentation, please do not hesitate to contact me at the information provided above.

Thank you for your attention to this matter.

Sincerely,

[Your Name]