

Payroll Tax Refund Appeal

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Subject: Appeal for Denied Payroll Tax Refund Claim - [Claim Number]

Dear [Tax Authority Contact Name],

I am writing to formally appeal the denial of my payroll tax refund claim submitted on [Submission Date]. My claim number is [Claim Number]. The denial notice dated [Denial Notice Date] stated that [briefly state reason for denial].

After reviewing the details of my claim and the reason for its denial, I believe that my request for a refund is justified due to [briefly explain your reasoning or additional evidence]. Enclosed with this letter are [list any additional documents or evidence you are including to support your appeal].

I kindly ask you to review my case again and reconsider the decision regarding my payroll tax refund. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Title/Position, if applicable]