

Preliminary appeal pending further documentation

Subject: Provisional Appeal for Tax Assessment

Dear [Tax Officer Name],

I am submitting this provisional appeal regarding my recent tax assessment dated [Date]. This appeal is submitted to initiate a review while I gather additional documentation to support my claims.

I will provide the complete set of documents no later than [Deadline Date] for full consideration.

Thank you for your attention.

Sincerely,

[Your Name]

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