

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Company/Organization Name]
[Address]
[City, State, Zip Code]

Subject: Response to GST Refund Denial

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally respond to the denial of my GST refund request dated [insert date of refund request], as per your correspondence received on [insert date of denial notice].

I appreciate your review of my application; however, I would like to respectfully contest the denial based on the following grounds:

1. **[Ground 1: Briefly explain the reason you believe the denial is unjustified]**
2. **[Ground 2: Provide any relevant supporting documentation or evidence]**
3. **[Ground 3: Mention any legal or policy references that support your claim]**

In light of the above points, I kindly request a reassessment of my application for the GST refund. I believe that the additional information provided will assist in clarifying my eligibility for the refund.

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

Sincerely,

[Your Name]
[Your Position, if applicable]
[Your Company Name, if applicable]