

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

Lembaga Hasil Dalam Negeri (LHDN)

[Office Address]  
[City, State, Zip Code]

Subject: Request for Clarification on Tax Statement

Dear Sir/Madam,

I hope this letter finds you well. I am writing to seek clarification regarding my recent tax statement (Reference No: [insert reference number]) received on [insert date].

Upon reviewing the statement, I noticed discrepancies related to [briefly mention the discrepancies, e.g., income figures, deductions, etc.]. To ensure accurate reporting and compliance, I kindly request further details regarding these items.

I appreciate your attention to this matter and look forward to your prompt response.

Thank you.

Sincerely,

[Your Name]  
[Your NRIC or Tax Number]