

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient's Title]

[Company/Organization Name]

[Address]

[City, State, Zip Code]

Subject: Appeal for TDS Deduction

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally appeal the TDS deduction that has been applied to my account for the financial year [mention year].

[Provide a brief explanation of your situation, including any relevant details such as the amount deducted, the reason for the appeal, and any supporting documentation if applicable.]

Considering the above points, I kindly request a review of my account and the reconsideration of the TDS deduction applied. I would greatly appreciate your prompt attention to this matter.

Thank you for your cooperation. I look forward to your response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]