

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

[Tax Authority Name]
[Tax Authority Address]
[City, State, Zip Code]

Subject: Dispute of Withholding Tax Assessment - [Your Tax Identification Number/Reference Number]

Dear [Tax Authority Contact Name/Title],

I am writing to formally dispute the withholding tax assessment issued for the tax year [Year] under the reference number [Assessment Reference Number].

After reviewing the assessment, I believe the amount withheld does not accurately reflect my tax obligations for the following reasons:

1. **[Reason 1: Provide details and supporting information]**
2. **[Reason 2: Provide details and supporting information]**
3. **[Reason 3: Provide details and supporting information]**

I have attached supporting documentation to substantiate my claims, including [list of documents, e.g., tax returns, pay stubs, correspondence].

I kindly request a review of this assessment and a recalculation of my withholding tax obligations based on the accurate information provided. I am confident that upon review, you will find that the assessment should be adjusted accordingly.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]