

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

LHDN

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

Subject: Request for Clarification

Dear Sir/Madam,

I hope this letter finds you well.

I am writing to seek clarification regarding [specific issue or topic related to LHDN]. I would appreciate your assistance in providing detailed information regarding the following points:

1. [First point of clarification needed]
2. [Second point of clarification needed]
3. [Any additional points as necessary]

I believe that your guidance will help me to better understand the [specific issue or topic], and ensure that I am in compliance with all relevant regulations.

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]

[Your Tax Identification Number (if applicable)]