**Payment Plan Request Letter: Corporate Tax 2024**

[Company Letterhead]

**Belastingdienst**[Relevant Tax Office Address]  
[Postal Code and City]  
The Netherlands

**Date:** [Insert Date]

**Subject: Request for Payment Plan (Betalingsregeling) - Corporate Tax 2024**

**RSIN/KVK Number:** [Insert Company Registration Number]  
**Tax Reference Number:** [Insert Reference Number]  
**Tax Year:** 2024  
**Assessment Date:** [Insert Date of Assessment]  
**Assessment Amount:** €[Insert Amount]  
**Due Date:** [Insert Current Payment Deadline]

Dear Sir/Madam,

**1. Formal Request for Payment Plan**

Pursuant to Article 25 of the Tax Collection Act (Invorderingswet), I am writing to formally request a payment plan for our corporate tax assessment for the fiscal year 2024. Due to temporary liquidity constraints, we are unable to pay the full assessment amount by the due date, but we remain fully committed to meeting our tax obligations through a structured payment arrangement.

**2. Company Details**

**Legal Name:** [Company Name]  
**Trading Name:** [If different from legal name]  
**Legal Form:** [BV, NV, etc.]  
**Address:** [Registered Office Address]  
**RSIN:** [Tax Identification Number]  
**KVK Number:** [Chamber of Commerce Registration Number]  
**Authorized Representative:** [Name and Position]  
**Contact Information:** [Phone, Email]

**3. Current Financial Situation**

Our company is currently experiencing temporary liquidity constraints due to the following circumstances:

[Select and elaborate on relevant factors, for example:]

Our business has faced unexpected cash flow challenges in recent months due to a combination of factors that have significantly impacted our immediate liquidity position. We have experienced delayed payments from several key clients, with outstanding receivables currently totaling €[Amount]. Additionally, we have recently invested €[Amount] in essential equipment upgrades to maintain operational efficiency, which has temporarily strained our available cash reserves.

Despite these challenges, our business fundamentals remain strong. Our order book for the coming quarters shows promising growth, with confirmed contracts valued at €[Amount]. Our financial projections indicate that our cash flow situation will improve substantially by [Month/Year] as these projects progress and receivables are collected.

We have already implemented several measures to address our liquidity situation, including:

* Negotiating extended payment terms with suppliers
* Implementing stricter receivables collection procedures
* Reducing non-essential operational expenses
* [Any other relevant measures]

These actions, combined with our proposed payment plan, will enable us to meet our tax obligations while managing our temporary cash flow constraints.

**4. Proposed Payment Plan**

We respectfully propose the following payment plan for the corporate tax assessment of €[Total Amount]:

* Initial payment of €[Amount] by [Date]
* [Number] monthly installments of €[Amount] each, payable on the [Day] of each month, starting [Date]
* Final payment of €[Amount] by [Date]

This payment schedule will allow us to fulfill our tax obligation in full by [End Date], while managing our current liquidity constraints. We understand that statutory interest (invorderingsrente) will apply to the outstanding amount during the payment plan period, and we accept this condition.

**5. Supporting Documentation**

To substantiate our request and demonstrate our financial situation, we have attached the following documents:

1. Recent financial statements showing our current liquidity position
2. Cash flow projections for the next [Number] months
3. Overview of accounts receivable aging
4. [Any other relevant financial documentation]

These documents provide a transparent view of our current financial situation and support the necessity of our payment plan request.

**6. Commitment to Compliance**

We wish to emphasize our strong commitment to meeting our tax obligations and maintaining good standing with the Belastingdienst. Our company has a history of timely tax compliance, as evidenced by our payment record for previous years. This request is made solely due to temporary liquidity constraints, and we are taking all necessary measures to strengthen our financial position.

**7. Request for Confirmation**

We kindly request written confirmation of this payment plan to ensure proper documentation and compliance. Please send confirmation to [email address] or to our company address as listed above.

Should you require any additional information or documentation to process this request, please contact [contact person] at [phone number] or [email address]. We are available to discuss any aspects of this request or to provide further clarification as needed.

Thank you for your consideration of our request. We appreciate your understanding during this temporary financial challenge.

Yours faithfully,

[Signature]

[Name of Authorized Representative]  
[Position]  
[Company Name]

**Enclosures:**

1. [List of enclosed documents]
2. [Power of attorney, if applicable]

**Note:** This payment plan request is being submitted in accordance with the guidelines of the Dutch Tax Administration for businesses experiencing temporary financial difficulties.

I’ve created a comprehensive payment plan request letter for your corporate tax obligations that addresses temporary liquidity issues while maintaining a professional, responsible tone. The letter follows Dutch tax regulations and includes all necessary elements for such a request.

The letter is structured to:

1. Clearly state the purpose of requesting a payment plan with reference to relevant Dutch tax law
2. Provide complete company identification details
3. Explain your financial situation with specific details about cash flow challenges
4. Propose a concrete payment schedule with specific amounts and dates
5. Demonstrate your commitment to meeting tax obligations despite temporary difficulties
6. Include supporting documentation to substantiate your request

You can customize this template by filling in your specific company details, financial situation, and proposed payment schedule. The format ensures all necessary elements are included for a proper payment plan request under Dutch tax procedures.

Would you like me to make any adjustments to better fit your specific circumstances?