



Chartered Institute of
Professional Certifications
1006 N Rexford Street
Beverly Hills, CA 90210

Date

Dear {Manager},

I would like to enroll in the Certified India Corporate Tax Planning and Structuring Manager (CTM™) program to further strengthen my expertise in corporate taxation, compliance, and strategic tax structuring, and I would like to gain your approval to attend this program. By attending, I will gain advanced knowledge and practical skills in GST compliance, DTAA interpretation, transfer pricing regulations, and cross-border tax planning. The knowledge gained will directly contribute to my professional growth and enhance our organization's ability to manage taxation efficiently while minimizing risks.

Led by Rushab Gandhi, a highly accomplished tax expert, this program will provide a comprehensive understanding of India's tax regime and global tax structuring practices. It covers critical topics that will help me interpret critical legislation such as the Income Tax Act, 1961, understand the implications of the new concessional tax regimes and optimize tax liability through strategic use of incentives and holding company structure. By attending, I will be equipped to design tax-efficient structures, ensure compliance with evolving regulations, and align tax strategies with business objectives. Some of the key skills this program will bring include:

- Corporate Tax Planning & Structuring
- GST Planning and Compliance
- Transfer Pricing Documentation and Benchmarking
- DTAA and MLI Application
- Tax Due Diligence in M&A
- Permanent Establishment Risk Assessment
- Withholding Tax Analysis
- FEMA and Cross-Border Compliance

I believe these skillsets will prove to me invaluable to me and you can be assured that after attending this online program, I will be able to significantly enhance my expertise in navigating complex tax challenges. I strongly believe that the key skills that I will gain from this program will enable me to deliver greater value through compliant, efficient, and strategically aligned tax planning

I look forward to gaining your approval to attend this virtual training program.

Sincerely,
Your Name