



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

Date

Dear {Manager},

I would like to enroll in the Chartered EU Corporate Tax Manager (CCM™) program to strengthen my expertise in EU corporate tax strategy and cross-border compliance governance. I would like to gain your approval to attend this program which will significantly enhance my ability to manage complex regulatory requirements, audit exposure, and reporting accountability across multinational environments. By attending this program, it will harness my ability to contribute to our organisation's commitment to strong fiscal governance, compliance resilience, and strategic audit readiness.

Led by Pieter-Jan Wouters, a highly distinguished corporate and international tax advisor, this program will provide me with practical, up-to-date training aligned with evolving EU tax frameworks, OECD BEPS developments, ATAD measures, DAC6 disclosure obligations, and effective tax rate management. The program's strong focus on risk governance, documentation quality, intercompany pricing oversight, and tax control integration will enable me to engage more confidently with tax authorities and contribute more effectively to strategic tax decision-making within the organisation. Some of the key skills this program will bring include:

- Tax Residency Evaluation & Governance
- Permanent Establishment (PE) Risk Prevention
- Transfer Pricing (TP) Documentation & Defence
- ATAD-Aligned Tax Safeguard Planning
- Pillar 2 (GloBE) Compliance Management
- DAC6 Disclosure & Reporting Ownership
- Tax-Neutral Reorganisation Strategy

I believe these skillsets will prove invaluable to me and you can be assured that after attending this online program, I will be better equipped to design, manage and leading our organization's strategic tax planning initiatives aligned with rigorous EU standards and OECD guidelines. Upon completing the program and passing the certification exam, I will earn the globally recognised Chartered EU Corporate Tax Manager (CCM™) designation, which will validate my strategic influence in corporate tax decision-making and strengthen our organisation's compliance and audit-defence capabilities. I am confident this training will bring measurable value to our team and our governance maturity in cross-border tax compliance.

I look forward to gaining your approval to attend this online program.

Sincerely,
Your Name