



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

Date

Dear {Manager},

I would like to enroll in the the Chartered Australia Corporate Tax Manager (CCM™) program to strengthen my expertise in Australia's corporate tax framework and governance. I would like to seek your approval to attend this program, as it will significantly enhance my ability to manage complex tax regulations, audit exposure, and compliance requirements within corporate and group environments. By attending this program, I will be better positioned to support our organisation's commitment to strong tax governance, risk management, and audit readiness.

Led by Domenic Vetere, a highly experienced corporate tax and governance specialist with a strong Australian Taxation Office background, this program will provide me with practical, up-to-date insights aligned with Australia's evolving tax framework. It covers key areas including taxable income, deductions, capital allowances, dividend imputation, tax losses, consolidation, anti-avoidance rules (Part IVA), and international tax fundamentals. The program's strong focus on governance, documentation, and regulatory engagement will enable me to manage tax risks more effectively and contribute to strategic tax decision-making within the organisation. Some of the key skills this program will bring include:

- Revenue vs Capital Classification
- Tax Consolidation & Group Structuring
- Dividend Imputation & Franking Management
- Tax Loss Utilisation & Continuity Tests
- Part IVA Anti-Avoidance Risk Assessment
- Transfer Pricing & Thin Capitalisation Fundamentals
- ATO Audit, Review & Engagement Management

I believe these skillsets will be highly valuable, and you can be assured that after attending this program, I will be better equipped to manage our organisation's tax strategy, strengthen compliance, and mitigate risks effectively. Upon completing the program and passing the certification exam, I will attain the globally recognised Chartered Australia Corporate Tax Manager (CCM™) designation, further enhancing our team's capability in corporate tax governance and decision-making. 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