

**Attn:**

Department of the Treasury  
Internal Revenue Services  
Ogden, UT 84201-0073

**REF:** XYZ GROUP INC 401K PROFIT  
TAX-ID 12-345-6789  
Form:5500 Tax Period: Dec 31<sup>st</sup>, 2009

Dear IRS:

We are very sorry for the late submission of form 5500 for the plan year ending in 2007. XYZ Group is a small business, which has been significantly impacted by the current economic crisis. Even though we are very small, we have always tried to provide our employees with the best benefits, such as health benefits and 401K plan facilities.

However, we did not realize that good intentions are not enough as there are significant administrative costs both in financial terms as well as time that needs to be spent maintaining these programs. When we started out, we just wanted to provide the best benefits for our employees, but soon we found ourselves drowning in paper work.

Moreover in March 2009, I, the President of XYZ Group, became pregnant with delivery in November 2009, and later had a second child in October of 2011. In both instances, due to this disability I had to take significant time off from work resulting in administrative oversights. Birth certificates of both of my sons Moishe and Etienne are attached with this letter.

Today, our business has been seriously impacted by the economic crisis and I'm fighting hard to keep the company afloat while also looking after two small kids. XYZ Group is like any other small business in America that has been hit very hard and we are hanging on by a thread. We sincerely hope that the above mentioned will be reasons enough for you to waive the late filing penalty. We can really use all the help we can get from the government at this point. We'll work harder and ensure that Form 5500 as well as other required documents are filed on time going forward.

Sincerely,

Rochelle Margolis  
President  
XYZ Group Inc.