

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient Title]
[Recipient Organization/Agency]
[Recipient Address]
[City, State, Zip Code]

Subject: Request for Dwelling Exemption

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally request a dwelling exemption for my property located at [property address].

[Briefly explain the reason for your request, including any relevant circumstances or details that support your case.]

I have attached the necessary documents to support my request, including [list any attached documents, such as proof of residence, financial statements, etc.].

I appreciate your consideration of my request and look forward to your favorable response. Should you require any further information, please do not hesitate to contact me at [your phone number] or [your email address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]