

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

[Recipient's Name]
[Department/Agency Name]
[Office Address]
[City, State, ZIP Code]

Subject: Appeal for Dwelling Exemption

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally appeal the recent decision regarding my dwelling exemption application for the property located at [property address].

[Briefly explain the reason for your appeal. Include any relevant details, such as specific circumstances or errors in the initial decision.]

I believe that my situation qualifies for the dwelling exemption based on [mention applicable laws or guidelines, if known]. I have included [attach any supporting documents, if applicable] to substantiate my appeal.

I kindly request that you review my application and reconsider the decision. I am hopeful for a favorable resolution and am available for any further information or clarification needed.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]