

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Office/Organization Name]
[Office Address]
[City, State, ZIP Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally apply for a dwelling exemption for my residence located at [Property Address].

As a resident of [City/Town], I believe my situation meets the criteria for the exemption due to [briefly explain the reason for the exemption, such as financial hardship, disability, primary residence status, etc.].

To support my application, I have included the following documents:

1. [List any required documents, e.g., proof of residence, income statements, etc.]
2. [Any additional relevant papers, such as medical records, tax documents, etc.]

I appreciate your consideration of my application, and I am hopeful for a favorable response. If you require any further information or documentation, 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]