

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

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

Dear [Recipient Name],

I am writing to formally request an exemption from workers' compensation (WC) for [specific reason, e.g., a sole proprietor, specific classification, etc.].

As a [your position/title] at [your company name], I have taken into account [briefly explain situation or reason for exemption request].

According to [refer to any relevant laws, regulations, or company policies], I believe I qualify for this exemption.

I have attached [any necessary documentation or evidence to support your request] for your review.

Thank you for considering my request. I look forward to your prompt response.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]