

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

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

Dear [Recipient Name],

Subject: Request for Workers' Compensation Exemption

I am writing to formally request an exemption from the workers' compensation insurance requirements for [Your Business Name] due to [specific reason for exemption].

[Provide a brief explanation of your business, its structure, and the reasons for seeking the exemption. Include any relevant details such as the nature of your business, the number of employees, and any other pertinent information that supports your case.]

Based on [cite relevant laws or regulations, if applicable], I believe that our organization qualifies for this exemption because [provide specific reasons and justifications].

I have attached any necessary documentation to support my request, including [list any documents you are providing, such as business licenses, tax records, or other relevant paperwork].

Thank you for considering my request. I am happy to provide any additional information you may need. I look forward to your timely response.

Sincerely,

[Your Name]
[Your Title/Position]
[Your Business Name]