

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

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to kindly request your permission to hold a yard sale at my residence located at [Your Address] on [Proposed Date].

The purpose of this yard sale is to declutter and offer gently used items to the community. I assure you that I will follow all necessary guidelines to minimize any disturbances to our neighborhood.

I would greatly appreciate your support and understanding in this matter. Please let me know if you have any concerns or if there is anything else I can provide to facilitate this process.

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

Warm regards,

[Your Name]
[Your Phone Number]