

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[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 request permission to hold a yard sale at my residence located at [your address] on [proposed date].

I believe that this event will not only help me declutter but also allow the neighborhood to come together. I will ensure that the sale is well-organized and conducted in a manner that minimizes any inconvenience to the neighbors.

I would appreciate your consideration of my request, and if the proposed date is not feasible, I am open to suggestions for alternative dates.

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

Sincerely,
[Your Name]