

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

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

Dear [Recipient Name],

I hope this letter finds you well. I am writing to request permission to hold a yard sale at my home located at [Your Address] on [Date(s) of the Yard Sale].

The purpose of the yard sale is to declutter my home and offer items for sale to the community. I anticipate hosting the sale from [Start Time] to [End Time]. I will ensure that the setup and takedown are conducted responsibly to minimize disruption to our neighborhood.

If you have any questions or concerns, please feel free to reach out to me at [Your Phone Number] or [Your Email Address]. Thank you for considering my request.

Sincerely,
[Your Name]