

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

[Recipient's Name]  
[Recipient's Title]  
[School/Organization Name]  
[School/Organization Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Exemption Request for MMR Vaccine

I hope this letter finds you well. I am writing to formally request an exemption for my child, [Child's Name], from the MMR (Measles, Mumps, Rubella) vaccine required for [school enrollment/public health requirement] based on [medical/religious/ philosophical grounds].

[If applicable, briefly explain the reason for the exemption request. Include any relevant medical documentation or religious beliefs, if necessary.]

I understand the importance of vaccinations for public health. However, after careful consideration, I believe that it is in the best interest of my child to request this exemption.

Please feel free to contact me at [phone number] or [email address] if you need further information or documentation.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Relationship to the Child]

[Child's Date of Birth]

[Child's School/Grade]