

Request for Fee Waiver

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

To Whom It May Concern,

I hope this message finds you well. My name is [Your Name], and I am a single parent of [Number of Children] children. Due to my current financial situation, I am reaching out to formally request a waiver for the fees associated with [specific fees, e.g., school tuition, childcare services, etc.].

As a single parent, I face numerous challenges, and my financial resources are limited. [Briefly explain your circumstances, such as job loss, medical expenses, etc.]. This situation makes it difficult for me to afford the mentioned fees.

I am committed to providing for my children's needs and ensuring they have access to [education, healthcare, etc.], and receiving this waiver would greatly assist me in continuing to do so without compromising their well-being.

I kindly ask you to consider my request and would be happy to provide any additional documentation or information required to support my case.

Thank you for your understanding and consideration. I look forward to your positive response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]