

Estate Tax Exemption Request

Date: [Insert Date]

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

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

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally request an estate tax exemption on behalf of the beneficiaries of the estate of [Deceased's Name], who passed away on [Date of Death].

As established by [relevant law or regulation], we believe that the estate qualifies for an exemption due to [specific reasons or circumstances that qualify for exemption].

The details of the estate are as follows:

- Deceased Name: [Deceased's Name]
- Estate Tax ID: [Tax ID]
- Date of Death: [Date of Death]
- Estimated Value of Estate: [Value]

Attached are the necessary documents to support our request, including [list of documents, such as death certificate, will, financial statements, etc.].

We kindly ask that you consider our request and expedite the exemption process for the benefit of all beneficiaries involved. Should you require any further information or documentation, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]
[Your Position, if applicable]
[Your Relationship to the Deceased]