

# Application for Non-Profit Tax Status

Date: [Insert Date]

[Your Name]

[Your Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

To Whom It May Concern,

I am writing on behalf of [Organization Name], a non-profit organization dedicated to [briefly describe the mission and purpose of the organization]. We are seeking recognition of tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.

Our organization was established on [insert founding date] and aims to [describe primary activities and programs]. We believe this designation will assist us in fulfilling our mission and expanding our outreach efforts.

Enclosed are the necessary documents that support our application, including:

- Articles of Incorporation
- Bylaws
- List of Board Members
- Proposed budget and fundraising plans
- Mission statement

Thank you for considering our application. We appreciate your time and assistance in this matter and look forward to your favorable response.

Sincerely,

[Your Signature]

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]