

Subcontractor Tax Exemption Application

Date: [Insert Date]

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

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

Dear [Recipient Name],

I am writing to formally request a tax exemption for the subcontracting work performed by [Your Company Name] under the supervision of [Contractor's Name]. We have been working on the [Project Name] and have adhered to all relevant regulations and guidelines.

Please find attached the necessary documents supporting our request, including:

- [Document 1: Description]
- [Document 2: Description]
- [Document 3: Description]

We appreciate your prompt attention to this matter and look forward to your favorable response.

Thank you for your consideration.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]