

Letter of Application for Fee Waiver

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Agency's Name]

[Agency's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. My name is [Your Name], and I am writing to formally request a fee waiver for the services provided by [Agency's Name] due to my current unemployment status.

As a result of [briefly explain your situation, e.g., recent job loss, economic conditions], I have found myself in a challenging financial situation. I am actively seeking employment and have applied to multiple job openings, but have not yet secured a position.

Given my financial constraints, I kindly request that you consider my application for a fee waiver for your services. This support would greatly assist me in navigating this difficult period and accessing the necessary resources to aid in my job search.

Thank you for considering my application. I am hopeful for a positive response. Please feel free to contact me at [your phone number] or [your email address] should you require any further information.

Sincerely,

[Your Name]