

Tax Exemption Letter

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to inform you that [Community Service Group Name], organized under the laws of [State], has been granted tax-exempt status under section 501(c)(3) of the Internal Revenue Code. This recognition allows us to operate as a charitable organization dedicated to [briefly describe the mission or purpose of the organization].

As a tax-exempt organization, any contributions made to [Community Service Group Name] may be tax-deductible for the donor. We encourage you to share this information with potential supporters who may wish to contribute to our cause.

For any questions regarding our tax-exempt status, please feel free to contact us at [Your Organization's Phone Number] or [Your Organization's Email Address].

Thank you for your continued support of our organization and our mission to serve the community.

Sincerely,

[Your Name]

[Your Title]

[Community Service Group Name]

[Organization's Address]

[City, State, Zip Code]