

# Home-Based Business Registration Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Organization Name]

[Organization Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally request the registration of my home-based business, [Your Business Name], which I intend to operate at my residence located at [Your Home Address].

[Your Business Name] will focus on [brief description of your business, e.g., handmade products, consulting services, etc.], and I believe it will contribute positively to our community and local economy.

I have ensured that my business complies with all local zoning laws and regulations. Attached to this letter are the necessary documents, including proof of address, a business plan, and any required forms.

I appreciate your attention to this matter and look forward to your prompt response. Please feel free to contact me at [Your Phone Number] or [Your Email] should you require any additional information.

Thank you for your consideration.

Sincerely,

[Your Name]