

Appeal for Tax Exemption Proof Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Tax Authority Name]

[Tax Authority Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally appeal for the proof of tax exemption status associated with my account, [Your Account Number or SSN], which was denied/reviewed on [Date of Denial/Review]. I believe that my situation meets the required criteria for tax exemption and I would like to present my case for reconsideration.

Enclosed with this letter, you will find all relevant documents that support my eligibility for tax exemption. These include [List documents, e.g., financial statements, prior exemption letters, etc.].

I kindly request that you review my appeal and reconsider my request for the proof of tax exemption. I am eager to resolve this matter promptly and amicably.

Thank you for your attention to this issue. I look forward to your favorable response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]