

Request for Evidence of Tax Exemption Status

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Recipient Title]

[Organization Name]

[Organization Address]

[City, State, ZIP Code]

Dear [Recipient Name],

I am writing to formally request evidence of your organization's tax exemption status under IRS regulations. As part of our compliance and due diligence procedures, we need to verify your status to proceed with our intended partnership.

Please provide the following documentation:

- A copy of your IRS determination letter
- Your organization's current Form 990
- Any additional documents that affirm your tax-exempt status

Your assistance in this matter is greatly appreciated, and I look forward to your prompt response.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title/Organization]