

Application for Capital Gains Tax Forgiveness

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Department/Agency Name]

[Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request forgiveness for the capital gains tax assessed on the sale of my property located at [Property Address] which was sold on [Date of Sale].

Due to [brief explanation of reasons, such as financial hardship, unforeseen circumstances, etc.], I believe that I qualify for the capital gains tax forgiveness program.

Enclosed are the necessary documents, including [list any documents you are enclosing, such as proof of sale, financial statements, etc.], to support my application.

I kindly ask for your consideration of my request and look forward to your favorable response. Please feel free to contact me at [Your Phone Number] or [Your Email Address] for any further information or clarification.

Thank you for your attention to this matter.

Sincerely,

[Your Name]