

# Request for Municipal Tax Exemption

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Municipal Tax Office

[Municipal Office Address]

[City, State, Zip Code]

Dear [Municipal Official's Name],

I am writing to formally request a tax exemption related to home improvements at my property located at [Your Property Address]. I have made significant enhancements to my home, which I believe qualify for exemption as per [relevant local tax exemption regulations].

The improvements made include:

- [Description of Improvement 1]
- [Description of Improvement 2]
- [Description of Improvement 3]

These enhancements are aimed at increasing energy efficiency, safety, and overall value of the property. I have attached relevant documents, including receipts and permits, to support my request.

I appreciate your consideration of my request and look forward to your prompt response. Should you require any additional information, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]