

Sales Tax Exemption Application

Date: [Insert Date]

To Whom It May Concern,

We, [Organization Name], located at [Organization Address], are a recognized religious organization under the laws of [State]. Our mission is to [briefly describe mission or purpose].

In accordance with [State Tax Code or relevant law], we hereby submit our application for sales tax exemption. This exemption will support our efforts in carrying out our religious activities and serving our community.

Attached to this letter are the following documents:

- Copy of our IRS determination letter
- Organization Bylaws
- List of Board Members
- [Any additional documents]

We appreciate your consideration of our application. Should you require any further information or clarification, please do not hesitate to contact us at [Phone Number] or [Email Address].

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Organization Address]