

# School Tax Exemption Renewal Request

Date: \_\_\_\_\_

To Whom It May Concern,

I am writing to formally request the renewal of my school tax exemption for the property located at:

Address: \_\_\_\_\_

According to records, my exemption was set to expire on \_\_\_\_\_. I am submitting this request to ensure continued eligibility for the tax exemption for the upcoming year.

Enclosed with this letter are the required documents for verification:

- Completed exemption application form
- Proof of residency
- Previous year's tax exemption documentation

Thank you for your prompt attention to this matter. Please feel free to contact me at (\_\_\_\_) \_\_\_\_-\_\_\_\_ or email me at \_\_\_\_\_@\_\_\_\_\_.com if you require any additional information.

Sincerely,

Name: \_\_\_\_\_

Signature: \_\_\_\_\_