

Confirmation of Property Tax Reassessment Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Tax Assessor's Office]

[Office Address]

[City, State, Zip Code]

Dear [Recipient's Name],

This letter is to confirm the receipt of my request for a property tax reassessment for the property located at [Property Address]. The reassessment request was submitted on [Submission Date] and reference number is [Reference Number].

I appreciate your attention to this matter and look forward to receiving confirmation of the reassessment process timeline. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require further information.

Thank you for your cooperation.

Sincerely,

[Your Name]