

Personal Tax Exemption Application

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I am writing to formally request a personal tax exemption due to my current financial circumstances. As a low-income individual, I am unable to meet my basic living expenses without significant hardship.

Please find attached the documentation supporting my claim, including my income statements, proof of residency, and any other relevant materials.

I kindly request your consideration of my application for a tax exemption for the current fiscal year. This assistance would greatly support my efforts to maintain financial stability and meet my essential needs.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]