

Fee Waiver Renewal Application

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[Institution/Organization Name]

[Institution/Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally request the renewal of my fee waiver application for the [specify program or service] for the upcoming [specify term or year]. My previous application was granted on [insert previous approval date], and I am grateful for the support provided.

In light of [briefly explain any changes in circumstances, if applicable], I believe I continue to qualify for the fee waiver. I have enclosed all necessary documentation to support my application, including [list any documents you're submitting].

Thank you for considering my request for renewal. I look forward to your positive response.

Sincerely,

[Your Name]