

Application for Exemption from Annual Fees

Date: [Insert Date]

To,

[Recipient's Name]

[Recipient's Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request an exemption from the annual fees related to [specify the fees] due to [reason for exemption request].

My [financial situation/personal circumstances] have significantly impacted my ability to pay the required fees. [Add any supporting details that reinforce your request].

I would greatly appreciate your consideration of my situation and the opportunity to discuss this matter further.

Thank you for your attention to this request. I look forward to your favorable response.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]