

# Confirmation of Your Annual Fee Waiver Request

Date: [Date]

Dear [Applicant's Name],

We have received your request for an annual fee waiver. Your request was submitted on [Submission Date] and is currently being processed. We appreciate your diligence in submitting the necessary information.

Our team will review your application, and you can expect to hear back from us within [Time Frame] regarding the status of your request.

If you have any questions in the meantime, please feel free to contact us at [Contact Information].

Thank you for your patience.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]