

Request for Postponement of Property Tax Payment

Date: [Insert Date]

[Your Name] [Your Address] [City, State, Zip Code] [Email Address] [Phone Number]

[Recipient Name] [Title] [Department Name] [City/County Tax Office Address] [City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request a postponement of my property tax payment for the property located at [Property Address]. Due to [specific circumstances, e.g., financial hardship, medical emergencies, natural disasters], I am currently unable to meet the payment deadline of [insert deadline date].

To provide context, [briefly explain your situation, supporting your request]. I have taken proactive steps to [mention any actions taken to resolve the situation], and I am committed to fulfilling my tax obligations as soon as my circumstances improve.

I kindly request that you consider a postponement of my property tax payment until [proposed new date]. This would greatly assist me during this challenging period.

Thank you for considering my request. I would appreciate any documentation or forms necessary to formalize this postponement. Please feel free to contact me at [your phone number] or [your email address] should you require further information.

Sincerely,

[Your Name]