

Example of \$100,000 letter

Applicant must send to: Municipality, School District, Community College District, and Fire Protection District in which the property is located.

May 5th, 2017

Certified Mail Return Receipt Requested

TO: City or Village of:
Address
City, State, Zip Code

School District of:
Address
City, State, Zip Code

Community College District of:
Address
City, State, Zip Code

Fire Protection District of (unless included in municipality):
Address
City, State, Zip Code

Re: Property Tax Exemption for: (Name, Address, City, State, Zip Code)
Parcel Number: (00-00-000-000)

To whom it may concern:

In accordance with statute 35 ILCS 200/16-70 of the Illinois Compiled Statutes, please be advised that the owner of the above parcel, (Name of owner), will be filing an Application for Non-Homestead Property Tax Exemption which if granted will reduce the property's assessed valuation of \$100,000 or more.

Sincerely,
(Signature)