

**Example of \$100,000 letter**

Applicant Send to: Municipality, school district, community college district, and fire protection district in which the property is located.

April 25<sup>th</sup>, 2017

Certified Mail Return Receipt Requested

TO: City of Anytown  
1234 N. Eagle St.  
Anytown, IL 61234

School District 123  
2222 E. Smart Rd.  
Anytown, IL 61234

Community College District  
3333 S. College AV  
Anytown, IL 61234

Fire protection District 123  
4444 W. Hero Ln  
Anytown, IL 61234

RE: Property Tax Exemption for 531 E. Roosevelt Rd. Anytown, IL 61234  
Parcel No: 07-16-200-023

To whom it may concern,

In accordance with statute 35 ILCS 200/ 16- 70 of the Illinois Compiled Statues, please be advised that the owner of the above parcel, Community Housing Advocacy & Development, will be filing an Application for Non –homestead property Tax Exemptions which if granted will reduce the property’s assessed valuation of \$100,000 or more.

Sincerely,

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