

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

[Date]

[Recipient Name/Homeowners Association Board/Local Planning Dept]
[Organization Name]
[Address]
[City, State, Zip Code]

RE: Request for Contingency Exemption Regarding Short-Term Rental Regulations

Dear [Recipient Name or Board Members],

I am writing to formally request a contingency exemption regarding the current Short-Term Rental (STR) rules as they apply to my property located at [Property Address].

Under the current guidelines, [briefly state the specific rule or restriction, e.g., the 30-day minimum stay or cap on rental nights]. I am requesting a temporary or conditional exemption based on the following contingencies:

- **Financial Hardship:** [Explain if the exemption is needed to cover mortgage costs during a specific period].
- **Primary Residency:** [Explain if you occupy the home most of the year and only rent during specific absences].
- **Compliance History:** [State your track record of following community rules and maintaining the property].
- **Proposed Limitations:** [Detail any restrictions you will self-impose, such as guest limits or noise monitoring].

In exchange for this exemption, I am willing to agree to the following terms: [e.g., increased insurance coverage, additional monthly fees to the HOA, or immediate revocation of the exemption if a valid noise complaint is filed].

I believe this request represents a reasonable compromise that allows me to maintain my property investment while ensuring the peace and character of the neighborhood remain undisturbed.

I look forward to discussing this proposal further at your next meeting. Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]