**SAMPLE LETTER**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_

California Date Administrative Committee

P.O. Box 1736
Indio, California 92202-1736

Re: Request for Handler Exemption – Donations

I wish to request an exemption from Marketing Order regulations for a donation of marketable dates. I wish to donate \_\_\_\_\_\_\_\_\_\_\_ pounds of “C” grade dates to the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

*Name of organization*

The address of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

 *Name of organization Street, City, State, Zip Code*

If you have any questions, please feel free to call me.

Sincerely,

John Doe

Date Handling Company

P.O. Box 17

Indio, CA 92202

Phone No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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