

Fence Permit Request Letter Sample & Attached Form

Use this **fence permit request letter** sample and attached form to formally apply for approval before installing a fence. The sample letter ensures all necessary details are included for a smooth permit process. Download the attached form to complete your application quickly and accurately.

Sample Fence Permit Request Letter

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Building Department/Permitting Office]
[Recipient Name, if known]
[Office Address]
[City, State, ZIP Code]
Subject: Fence Permit Request
Dear [Recipient Name/Building Department],
I am writing to formally request a permit to install a fence at my property located at [property address]. The proposed fence will be [height] feet high, constructed of [material]. I appreciate your consideration of my application. Please let me know if any additional information or documentation is required.
Thank you for your attention.
Sincerely,
[Your Signature (if submitting by mail)]
[Your Printed Name]

Fence Permit Application Form (Attached)

Please [download the Fence Permit Application Form \(PDF\)](#).