

Fishing Permit Extension Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Agency/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to request an extension for my fishing permit (Permit Number: [Insert Permit Number]), originally set to expire on [Original Expiration Date]. Due to [reason for extension request, e.g., unforeseen circumstances, recent weather conditions], I kindly seek your assistance in granting a [specific duration] extension.

Fishing is an essential activity not only for my hobby but also for [mention any other relevant reasons if applicable]. I appreciate your understanding and consideration regarding this matter.

Thank you for your attention to this request. I look forward to your favorable reply.

Sincerely,

[Your Name]