

Follow-Up on License Reinstatement Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Agency/Organization Name]

[Agency Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to follow up on my recent request for the reinstatement of my license, submitted on [insert submission date]. I understand that these processes can take time, but I wanted to check on the status of my application.

I would greatly appreciate any updates you could provide regarding my request. If any further information is needed from my side, please let me know, and I will be happy to assist.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]