

# Application for Security License Renewal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[License Authority Name]

[Authority Address]

[City, State, Zip Code]

Dear [License Authority Name or Title],

I am writing to formally apply for the renewal of my security license, which is set to expire on [Insert Expiration Date]. My current license number is [Insert License Number].

Throughout my previous licensing period, I have maintained compliance with all relevant laws and regulations, and I have consistently demonstrated my commitment to upholding the standards of the security industry.

Enclosed with this letter are the necessary documents required for the renewal process, including:

- Completed renewal application form
- Copy of my current security license
- Proof of continuing education
- Payment for renewal fees

I kindly request you to process my application at your earliest convenience. If you need any further information or additional documents, please do not hesitate to contact me.

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

Sincerely,

[Your Name]