

# Evidence Submission for Pawn Shop License Renewal

Date: [Insert Date]

To: [Insert Recipient's Name]  
[Insert Recipient's Title]  
[Insert Regulatory Body/Department Name]  
[Insert Address]  
[Insert City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally submit the required evidence as part of the renewal process for my pawn shop license. My business, [Pawn Shop Name], is located at [Business Address], and the license number is [License Number].

As per the guidelines outlined for the license renewal, I have enclosed the following documents:

- Copy of the current pawn shop license
- Proof of business insurance
- Financial statements for the past year
- Background check results for all owners
- Inventory list of items on hand

I trust that the enclosed materials meet the requirements for my license renewal. Please let me know if you require any additional information or documentation.

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

Sincerely,

[Your Name]  
[Your Title]  
[Pawn Shop Name]  
[Your Contact Information]  
[Your Email Address]