

Notification for Pawn Shop License Renewal

Date: [Insert Date]

[Your Name]

[Your Position]

[Pawn Shop Name]

[Pawn Shop Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Position]

[City/County Licensing Authority]

[Authority Address]

[City, State, Zip Code]

Dear [Recipient Name],

This letter serves as a formal notification for the renewal of the pawn shop license for [Pawn Shop Name], located at [Pawn Shop Address]. Our current license is set to expire on [Expiration Date].

We hereby request the renewal of our license and assure you that all necessary documentation and fees will be submitted by the due date of [Due Date].

Please let us know if there are any additional requirements or forms that need to be completed to facilitate this renewal process.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Pawn Shop Name]