

Beautician License Renewal Submission

Date: [Insert Date]

To Whom It May Concern,

I, [Your Name], am writing to formally submit my application for the renewal of my beautician license. My license number is [License Number], and it is due to expire on [Expiry Date].

As a dedicated beautician with [X years] of experience in the industry, I have continued to enhance my skills and stay updated with the latest techniques and trends. I am committed to providing the highest level of service to my clients.

Enclosed with this letter are the following documents required for the renewal process:

- Completed License Renewal Application Form
- Copy of Current Beautician License
- Proof of Continuing Education Courses
- Renewal Fee Payment Receipt

I kindly request you to process my renewal application at your earliest convenience. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require any further information.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Phone Number]

[Your Email Address]