

Letter of Renewal for Landscape Contractor License

Date: [Insert Date]

To: [Licensing Authority Name]

[Licensing Authority Address]

[City, State, Zip Code]

Dear [Licensing Authority Name],

I hope this letter finds you well. I am writing to formally request the renewal of my landscape contractor license, which is set to expire on [Insert Expiration Date]. My license number is [Insert License Number].

I have continuously adhered to the regulations and standards set forth by your office over the past licensing period. Enclosed are the necessary documentation and payment for the renewal fee as required.

Please let me know if there are any further requirements needed to complete this renewal process. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Company Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]