

Update on Your Employment Agency License Application

Dear [Applicant's Name],

We hope this message finds you well. We are writing to provide you with an update regarding your application for an employment agency license submitted on [Submission Date].

As of today, your application is currently under review. Our team is diligently working to ensure all necessary checks are conducted thoroughly. We appreciate your patience during this process.

If we require any additional information or documents, we will reach out to you directly. Otherwise, we anticipate concluding the review process by [Expected Completion Date]. We will notify you promptly once there is a decision regarding your application.

Thank you for your understanding and for choosing to partner with us in your pursuit of establishing an employment agency.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]