

# Renewal Request for Market Stall Vendor Permit

Date: [Insert Date]

To Whom It May Concern,

I hope this message finds you well. My name is [Your Name], and I am writing to formally request the renewal of my vendor permit for my market stall located at [Insert Location]. My permit number is [Insert Permit Number].

Over the past year, I have enjoyed being a part of the market community and have consistently adhered to all regulations and guidelines set forth by the [Insert Market Authority/Organization]. I wish to continue providing quality goods and services to the local community.

For your reference, I have attached the necessary documentation along with any required fees for the renewal process.

I appreciate your attention to this matter and look forward to your positive response. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you need any further information.

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Business Name]

[Your Address]