

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Issuing Authority's Name]

[Address]

[City, State, ZIP Code]

Subject: Appeal for Denied Tour Operator License

Dear [Recipient's Name],

I am writing to formally appeal the decision to deny my application for a tour operator license, reference number [Insert Reference Number], dated [Insert Date of Denial]. I believe that my application meets all the necessary criteria and requirements set forth by your esteemed office.

Upon reviewing the denial notice, I understand that the reasons stated were [briefly outline the reasons given for denial]. I would like to provide additional information and clarification regarding these points:

- [Provide counter-arguments or new information that addresses the cited reasons]
- [Include any additional documentation that supports your appeal]

Furthermore, I have taken proactive steps to rectify any issues that may have contributed to the denial, including [briefly describe any corrective actions taken]. I am committed to complying with all regulations and standards required for operating a tour business.

I respectfully request that you reconsider my application for the tour operator license. I am eager to provide exceptional experiences for travelers and to contribute positively to the tourism industry.

Thank you for your time and consideration. I look forward to your prompt response regarding this matter.

Sincerely,

[Your Name]