

# Complaint Regarding Occupational License

Your Name  
Your Address  
City, State, Zip Code  
Email Address  
Phone Number  
Date

To Whom It May Concern,  
[Relevant Department Name]  
[Organization Name]  
[Organization Address]  
City, State, Zip Code

Subject: Complaint Regarding Occupational License Application

Dear Sir/Madam,

I am writing to formally express my concerns regarding the occupational license application process as it pertains to my case. I submitted my application on [date] and have yet to receive any correspondence regarding its status.

Despite my repeated inquiries through [methods of communication], I have not received adequate updates or explanations for the delay. This has caused significant inconvenience and financial hardship as I am unable to commence my work.

I kindly request your urgent attention to my application and a prompt response regarding its status. I would appreciate it if you could provide me with any details that could help clarify this matter. My application reference number is [reference number].

Thank you for your attention to this matter.

Sincerely,  
[Your Name]