

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Licensing Authority's Name]

[Authority's Address]

[City, State, Zip Code]

Subject: Appeal for Denied Hospitality Service License - [Application Number]

Dear [Licensing Authority's Name],

I am writing to formally appeal the decision made on [date of denial] regarding the denial of my application for a hospitality service license, application number [application number]. I appreciate the time and effort taken by your office to review my application.

While I understand the reasons for the denial outlined in your correspondence dated [date of correspondence], I respectfully wish to clarify and address the concerns raised:

- **Concern 1:** [Brief description of concern and your response]
- **Concern 2:** [Brief description of concern and your response]
- **Concern 3:** [Brief description of concern and your response]

In light of these clarifications, I kindly request that you reconsider my application. I am committed to complying with all regulations and ensuring that my establishment meets the high standards of service and safety expected by your office.

I appreciate your attention to this matter and hope for a favorable reconsideration. Please do not hesitate to contact me if further information is required.

Thank you for your consideration.

Sincerely,

[Your Name]