

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Subject: Request for Support for Hospitality Service License Application

Dear [Recipient Name],

I am writing to request your support for my application for a hospitality service license, which I am currently in the process of obtaining. As a [brief description of your business/organization, e.g., "local restaurant owner"], I believe that this license is vital for enhancing the services I provide to our community.

The establishment of my hospitality service will not only contribute to the local economy but also promote community engagement and tourism. I am committed to maintaining the highest standards of service and compliance with all regulatory requirements.

I would be grateful if you could provide a letter of support that I can include in my application. Your endorsement would greatly enhance my prospects and demonstrate the positive impact my business aims to have.

Thank you for considering my request. I am happy to provide any further information needed to assist in your decision.

Sincerely,

[Your Name]

[Your Position, if applicable]

[Your Business Name]