

Inquiry Regarding Scaffolding License Approval

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to inquire about the status of my scaffolding license application submitted on [Insert Application Date]. I would like to confirm whether any additional information is required from my side and when I can expect to receive the approval.

Thank you for your attention to this matter. I look forward to your prompt response.

Best regards,

[Your Name]