

Request for Scaffolding License Documentation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

To Whom It May Concern,

I am writing to formally request the necessary documentation related to the scaffolding license for [Project Name/Location]. As part of our compliance with local regulations, it is essential for us to acquire the relevant permits and licenses.

Please provide the following documentation:

- Copy of the scaffolding license
- Inspection reports
- Safety compliance certificates

We appreciate your prompt response to this matter to ensure we remain compliant and continue our project without delays. If you require any further information or have questions, please do not hesitate to contact me directly.

Thank you for your attention to this request.

Sincerely,

[Your Name]