

Letter for Insurance Agent License Reactivation

Date: [Insert Date]

To Whom It May Concern,

I hope this message finds you well. I am writing to formally request the reactivation of my insurance agent license, which is currently inactive. My license number is [Insert License Number], and it was originally issued on [Insert Issue Date].

Due to [briefly explain reason for inactivity, e.g., personal circumstances, career changes], I was unable to maintain my active licensing status. I have completed all necessary Continuing Education requirements as of [Insert Completion Date] and am eager to resume my professional duties as an insurance agent.

I kindly ask you to process my request for reactivation at your earliest convenience. Please let me know if there are additional steps I need to complete or any forms I need to submit.

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

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip]

[Your Phone Number]

[Your Email Address]