

Pet Grooming License Renewal Application

Date: [Insert Date]

To Whom It May Concern,

I am writing to formally request the renewal of my pet grooming license, which is due to expire on [Insert Expiration Date]. I have been operating [Your Business Name] at [Your Business Address] since [Insert Year].

Please find attached the necessary documents required for the renewal process, including:

- Completed renewal application form
- Proof of continuing education
- Updated insurance certificate
- Payment for renewal fee

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

Sincerely,

[Your Name]

[Your Position]

[Your Business Name]

[Your Phone Number]

[Your Email Address]