

# Pet Grooming License Renewal Follow-Up

Date: [Insert Date]

To: [Insert Name]

[Insert Address]

[Insert City, State, Zip Code]

Dear [Insert Name],

I hope this message finds you well. I am writing to follow up regarding the renewal of my pet grooming license, which I submitted on [Insert Submission Date]. As the renewal date approaches, I wanted to ensure that my application is being processed smoothly.

If there are any additional documents or information required from my side, please let me know at your earliest convenience. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your assistance.

Sincerely,

[Insert Your Name]

[Insert Your Contact Information]