

Notice of Agricultural License Renewal

Date: [Insert Date]

To: [Licensee Name]

Address: [Licensee Address]

Dear [Licensee Name],

We hope this message finds you well. This is a reminder that your agricultural license, bearing the number [License Number], is due for renewal on [Expiration Date].

To ensure that you continue to comply with local regulations and maintain your ability to operate, we kindly ask that you submit your renewal application along with the necessary documentation and payment by [Submission Deadline].

For your convenience, we have attached the required forms and a checklist of necessary documents.

Should you have any questions or require further assistance, please do not hesitate to contact our office at [Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]