

# Locksmith License Correction Request

Your Name: [Your Name]

Your Address: [Your Address]

Your City, State, Zip: [Your City, State, Zip]

Email: [Your Email]

Phone Number: [Your Phone Number]

Date: [Current Date]

## To Whom It May Concern,

I am writing to formally request a correction to my locksmith license, number [License Number]. Upon reviewing my license, I noticed that there are inaccuracies in my personal information as follows:

- Incorrect Name: [Incorrect Name]
- Correct Name: [Correct Name]
- Incorrect Address: [Incorrect Address]
- Correct Address: [Correct Address]

Enclosed are copies of my identification and relevant documents supporting my request for correction. Please let me know if you require any additional information to process my request.

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

Sincerely,

[Your Name]

[Your Signature]