

Nutritionist License Renewal Documentation Checklist

Date: _____

To: [Licensing Board/Agency Name]

Address: [Board Address]

Dear [Name/Title of the Recipient],

I am writing to submit my application for the renewal of my nutritionist license, and I have included the following documentation to support my application:

- Completed renewal application form
- Proof of Continuing Education Credits (attach transcripts or certificates)
- Copy of current CPR/First Aid certification (if applicable)
- Professional liability insurance documentation
- Payment confirmation of renewal fee
- Updated resume or CV
- Signed ethical practice statement
- [Any additional required documents]

Please let me know if you require any further information or additional documents to complete my renewal process. Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]