

Complaint Regarding Dairy Distribution Permit Processing

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Recipient Title]

[Agency/Department Name]

[Agency/Department Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally express my concern regarding the delay in the processing of my dairy distribution permit application submitted on [Insert Submission Date]. Despite following all necessary protocols and providing the required documentation, I have not yet received any updates or communications regarding the status of my application.

The lack of progress is impacting my business operations significantly. As a dairy distributor, timely permit processing is crucial for compliance and maintaining supply chains. I kindly request an update on my application status and any necessary steps I can take to expedite this process.

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

Sincerely,

[Your Name]