

Amendment Request for Mineral Extraction Permit

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Title]

[Department/Agency Name]

[Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request an amendment to the mineral extraction permit [Permit Number] issued for [Location/Project Name]. After careful consideration and in light of [reason for amendment, e.g., new environmental studies, changes in project scope], we believe it is necessary to amend the current permit to ensure compliance with regulations and to address new findings.

The specific changes we are requesting include:

- [Detail of amendment 1]
- [Detail of amendment 2]
- [Detail of amendment 3]

We have attached supporting documents that provide further details on the proposed amendments, including [list any relevant documents like reports, maps, or studies]. We believe these amendments will contribute to [mention any benefits like safety, environmental protection, or operational efficiency].

We appreciate your attention to this matter and look forward to your prompt response. Should you require any further information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your consideration.

Sincerely,

[Your Name]

[Your Title/Position, if applicable]

[Company/Organization Name, if applicable]