

Application for Professional License

Date: [Insert Date]

To:

Licensing Board

[Insert Board's Address]

Dear Members of the Licensing Board,

I am writing to formally apply for a professional license as a Construction Manager in accordance with the regulations set forth by your esteemed board. My name is [Your Name], and I have been working in the construction industry for the past [number of years] years.

Throughout my career, I have successfully managed various projects, including [briefly mention key projects]. My experience encompasses project planning, budgeting, and team leadership, affirming my qualifications to operate as a licensed construction manager.

Attached to this letter are my detailed resume, proof of relevant certifications, and reference letters from industry professionals who can attest to my skills and capabilities. I have also included the completed application form and payment receipt for the licensing fees.

I appreciate your consideration of my application, and I am looking forward to the opportunity to discuss my qualifications in further detail. Please do not hesitate to contact me via [Your Phone Number] or [Your Email Address] if you require any additional information.

Thank you for your time and consideration.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]