

# Subcontractor License Inquiry

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Position]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the status of my subcontractor license application submitted on [Insert Submission Date].

Could you please provide an update on the progress and any additional information that may be required from my end to expedite the process?

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

Sincerely,

[Your Name]