

Subject: Software License Activation Request for New Installation

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request the activation of a software license for a new installation of [Software Name] on my system.

Details of the request are as follows:

- **Software Name:** [Software Name]
- **License Key:** [Your License Key]
- **Installation Date:** [Installation Date]
- **System Name:** [Your System Name]
- **Contact Information:** [Your Email/Phone]

Kindly provide the necessary instructions or any additional information required to complete the activation process. Your assistance in this matter would be greatly appreciated.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]