

Notification of Vocational Training Funding Application Submission

Date: [Insert Date]

To Whom It May Concern,

I am writing to formally notify you that I have submitted my application for vocational training funding. The application was submitted on [Insert Submission Date] and includes the necessary documentation as specified.

The purpose of this funding is to support my participation in [Insert Training Program/Field] which will take place from [Insert Start Date] to [Insert End Date]. This training is essential for my development and future career prospects.

Please let me know if any additional information is required to process my application. I look forward to your response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]