

To Whom It May Concern,

I, [Your Full Name], residing at [Your Address], am writing to formally submit my application for a marriage license.

The details of the intended marriage are as follows:

- **Full Name of Partner:** [Partner's Full Name]
- **Date of Birth:** [Partner's Date of Birth]
- **Address:** [Partner's Address]
- **Date of Intended Marriage:** [Intended Date]

Attached to this letter are the required documents, including identification and any other necessary paperwork.

Thank you for processing our request. We look forward to your prompt response.

Sincerely,

[Your Full Name]

[Your Contact Information]