

Security Clearance Approval Appeal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally appeal the decision regarding the denial of my security clearance application dated [insert date of application]. I believe that the decision does not accurately reflect my character and circumstances.

I have taken steps to address the issues that led to this decision, including [briefly outline any relevant actions taken, such as counseling, repayment of debts, etc.]. I am committed to maintaining the highest standards of integrity and security.

I respectfully request a re-evaluation of my application, taking into account the mitigating factors that may not have been fully considered. I am hopeful that with a thorough review, my clearance can be granted.

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

Sincerely,

[Your Name]