

# Software License Validation Notice

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

We are writing to inform you that we have conducted a routine audit of our software licensing compliance. During this process, we discovered that your current license for [Software Name] may require validation.

To ensure continued compliance and uninterrupted use, we request that you provide proof of your software license by [Insert Deadline]. Acceptable forms of validation include a copy of your purchase receipt, license key, or an email confirmation from our sales department.

If you have any questions or require assistance, please do not hesitate to contact our support team at [Support Email] or [Support Phone Number].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Company Contact Information]