

Letter of Appeal for Denied Alcohol License

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Recipient Name]
[Recipient Title]
[Department/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally appeal the decision made on [date of denial] regarding my application for an alcohol license for [Business Name or Venue Name]. I was disappointed to learn that my application was denied on the basis of [briefly state reason for denial].

I assure you that I have taken this matter seriously and have taken steps to address the concerns raised. [Provide a brief explanation of actions taken or changes made to comply with requirements or to rectify issues].

I believe that granting this license will not only benefit my business, but also contribute positively to the community by [mention any community benefits such as job creation, community events, etc.].

I kindly request a reconsideration of my application. I am more than willing to provide any additional information or meet in person to discuss this matter further.

Thank you for your time and consideration. I look forward to your prompt response.

Sincerely,

[Your Name]