

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

[Recipient Name]  
[Dealership Licensing Authority]  
[Authority Address]  
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Application for Dealership Licensing Registration

I am writing to formally apply for the dealership licensing registration for [Name of Dealership]. We are committed to adhering to all legal and regulatory requirements and providing quality services to our customers. Enclosed are the necessary documents and forms required for the registration process, including:

1. Completed application form
2. Proof of business address
3. Identification documents
4. Financial statements
5. Background checks

We appreciate your attention to this matter and look forward to your prompt response. Should you need any additional information or documentation, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your consideration.

Sincerely,

[Your Name]  
[Your Position]  
[Name of Dealership]  
[Dealership Address]  
[City, State, Zip Code]