

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient Name]  
[Department/Agency Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Letter of Intent for Dealer License Registration

I am writing to formally express my intent to apply for a dealer license in [specific type of dealership, e.g., automobile, motorcycle, RV, etc.] in [City/State].

As the owner of [Your Business Name], I am committed to adhering to the regulations and standards set forth by [Regulating Authority/Agency]. I believe that obtaining this dealer license will enable us to better serve our customers and contribute positively to the local economy.

Our dealership plans to [briefly describe your business plan, e.g., offer quality vehicles, provide excellent customer service, etc.]. We are dedicated to maintaining a reputable and trustworthy business, ensuring compliance with all state and federal regulations.

I look forward to the opportunity to complete the necessary steps to secure the dealer license and am eager to engage with the community in a responsible and ethical manner.

Thank you for considering my application. Please feel free to contact me if you require any further information or documentation.

Sincerely,

[Your Name]  
[Your Job Title]  
[Your Business Name]