

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

[Recipient Name]  
[Recipient Title]

Kentucky Real Estate Commission

[Commission Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally apply for my Kentucky real estate license. I have completed the necessary coursework as outlined by the Kentucky Real Estate Commission and am eager to begin my career in real estate.

Enclosed with this letter, you will find the following documents:

1. Completed application form
2. Proof of completed pre-licensing education
3. Background check documentation
4. Payment for application fees

I appreciate your consideration of my application and look forward to your prompt response. If you require any further information or documentation, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]