

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

[Recipient's Name]
[Organization's Name]
[Organization's Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally submit my application for a pilot license. I am eager to pursue my passion for aviation and have completed the necessary training and requirements as outlined by [regulatory agency name, e.g., the Federal Aviation Administration (FAA)].

I have logged a total of [number of flight hours] flight hours, including [number of solo flight hours] solo hours and [any specific endorsements or ratings], under the supervision of certified instructors. My training included [briefly summarize training, e.g., cross-country flights, night flying, etc.].

I have attached the required documentation, including my medical certificate, training records, and any additional forms as stipulated in the application process.

Thank you for considering my application. I look forward to the opportunity to discuss my qualifications further.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]