

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

Vermont Fish and Wildlife Department  
103 South Main Street  
Waterbury, VT 05671

Dear Sir/Madam,

I am writing to request the renewal of my Vermont fishing license, which is set to expire on [expiration date]. My current license number is [license number].

I would like to ensure that I can continue to enjoy fishing in Vermont's beautiful waters without interruption. Please find any necessary documents and payment enclosed for the renewal process.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Signature if sending a hard copy]