

[Current Date]

[Issuing Aviation Authority Name]  
[Department of Licensing/Certification]  
[Street Address]  
[City, State, Zip Code]  
[Country]

**RE: Verification of Commercial Pilot License**

To Whom It May Concern,

I am writing to formally request a verification of my Commercial Pilot License (CPL). Please provide the official status and details of my certification to the requesting organization listed below.

**Pilot Details:**

- Full Name: [Full Name as it appears on License]
- License Number: [License Number]
- Date of Birth: [MM/DD/YYYY]
- Nationality: [Nationality]

**License Information to be Verified:**

- License Type and Class
- Current Medical Certificate Status
- Associated Ratings (e.g., Instrument, Multi-Engine)
- Expiration Dates
- Enforcement History or Sanctions (if any)

**Send Verification To:**

[Recipient Name/Organization]  
[Recipient Address]  
[Recipient Email/Contact Info]

Please let me know if there are any administrative fees associated with this request or if additional documentation is required. Thank you for your assistance.

Sincerely,

[Signature]  
[Printed Name]  
[Phone Number]  
[Email Address]