

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

Subject: Appeal for EORI Application Decision

Dear [Recipient Name],

I am writing to formally appeal the decision regarding my EORI application, reference number [insert application number], which was submitted on [insert submission date]. I received notification of the decision on [insert date], and I believe there has been a misunderstanding that warrants further review.

[Briefly explain the reasons for the appeal, including any supporting information or evidence that contradicts the decision.]

I kindly request that you reconsider my application based on this additional information and context. I am committed to complying with all necessary regulations, and I believe that my circumstances justify the approval of my EORI number.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]