

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

[Recipient Name]
[Recipient Title]

U.S. Food and Drug Administration

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

Dear [Recipient Name],

Subject: Request for Compliance Review - [Your Product Name/Reference Number]

I am writing to formally request a compliance review for [Your Product Name/Reference Number], which we submitted on [Submission Date]. We believe that our product aligns with FDA regulations and standards and are seeking your confirmation of compliance in this matter.

To support our request, we have included the following documents:

1. Product specifications
2. Manufacturing processes
3. Quality control measures
4. Any relevant studies or data

Please let us know if additional information is required to facilitate this review. We appreciate your attention to this matter and look forward to your prompt response.

Thank you for your consideration.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]