

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

Dear [Recipient Name],

I am writing to submit my application for a Federal Firearms License (FFL). I am eager to comply with all regulations and maintain the highest standards of safety and responsibility in my firearms business.

[Briefly describe your background, experience, and reasons for applying for the FFL.]

I understand the responsibilities that come with holding an FFL and am committed to adhering to all local, state, and federal laws. I have [mention any relevant training, certifications, or experiences] that contribute to my qualifications.

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

Sincerely,
[Your Name]