

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

Dear [Recipient's Name],

Subject: Application for Federal Firearms License (FFL)

I am writing to formally apply for a Federal Firearms License under [the applicable category, e.g., Type 01 - Dealer in Firearms]. I am committed to complying with all local, state, and federal regulations regarding the sale and ownership of firearms.

[Briefly introduce yourself and your background, including any relevant experience or expertise in firearms.]

As part of this application, I have included the following documentation:

1. Completed ATF Form 7 (Application for Federal Firearms License)
2. Fingerprints and photographs
3. [Any additional documentation required, such as proof of business location, zoning information, etc.]

I understand the responsibilities that come with holding an FFL and assure you that I will uphold all required regulations and standards.

Thank you for considering my application. I look forward to your response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]