

[Your Company Letterhead]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Approval of Federal Firearms License (FFL) Application

We are pleased to inform you that your application for a Federal Firearms License (FFL) has been approved. Your license, designated as [Type of License, e.g., Type 01 Dealer], is valid as of [Approval Date] and will expire on [Expiration Date].

Please ensure you comply with all applicable federal, state, and local firearms regulations. A copy of your FFL is enclosed with this letter for your records.

If you have any questions or require further information, please feel free to contact our office at [Phone Number] or [Email Address].

Congratulations and thank you for your commitment to responsible firearm commerce.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]

[Your Organization]

Enclosure: Federal Firearms License