

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

Bureau of Alcohol, Tobacco, Firearms and Explosives

[ATF Field Office Address]

[City, State, Zip Code]

Subject: Request for Federal Firearms License Application

Dear Sir/Madam,

I am writing to formally request the application for a Federal Firearms License (FFL) under [specify the type of license, e.g., Type 01, Type 07, etc.]. I have reviewed the requirements and am prepared to comply with all federal and state regulations pertaining to the ownership and transfer of firearms.

[Optional: Briefly explain your background and purpose for applying for the FFL, e.g., starting a business, personal collection, etc.]

Please send me the necessary application forms and any additional information required to facilitate my request.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]