

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

Dear [Recipient Name],

I am writing to express my intent to apply for a Federal Firearms License (FFL) under the Gun Control Act of 1968. My primary objective is to [briefly state purpose, e.g., engage in the business of manufacturing/selling firearms, conducting firearm-related services, etc.].

I have been involved in [briefly describe relevant experience or background in firearms or related fields], and I am committed to adhering to all federal, state, and local regulations regarding the sale and ownership of firearms. My business will prioritize safety, compliance, and responsible practices in all operations.

I am eager to comply with all necessary requirements and provide additional documentation as needed to facilitate the licensing process. I understand the importance of maintaining a secure and responsible environment concerning firearm transactions.

Thank you for considering my application. I look forward to the opportunity to fulfill all necessary obligations and contribute positively within the firearm community.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]