

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

[Recipient Name]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Request for FHSA Plan Amendment

I hope this letter finds you well. I am writing to formally request an amendment to my First Home Savings Account (FHSA) plan.

[Briefly describe the reason for the amendment, such as changes in eligibility, account contributions, or any other relevant details.]

In accordance with the provisions outlined in the FHSA guidelines, I believe this amendment will [explain the expected outcome or benefit of the amendment].

I have attached any necessary documentation to support my request. Please let me know if you require any additional information or further action on my part.

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

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your FHSA Account Number] (if applicable)