

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Proposal for Foreign Exchange Services

I hope this letter finds you well. We are pleased to present our proposal for foreign exchange services tailored to meet the needs of [Recipient's Company Name].

****1. Introduction****

- Brief overview of your company
- Explanation of your FX services

****2. Objectives****

- Goals you aim to achieve for the recipient's company

****3. Services Offered****

- Detailed description of the FX services
- Value proposition

****4. Benefits to [Recipient's Company Name]****

- Specific advantages of choosing your services

****5. Pricing Structure****

- Outline of pricing for services offered

****6. Next Steps****

- Call to action/meeting proposal

Thank you for considering our proposal. We look forward to the opportunity to partner with [Recipient's Company Name] and assist in your foreign exchange needs.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Phone Number]

[Your Email Address]