

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

[Recipient Name]
[Recipient Title]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Request for Reinstatement of FQDO Status

I hope this message finds you well. I am writing to formally request the reinstatement of my FQDO status, which was [briefly explain why the status was lost or suspended, if applicable].

[Provide any relevant details that may support your case, such as compliance with regulations, changes in circumstances, or corrective actions taken.]

I appreciate your attention to this matter and am hopeful for a positive resolution. Please let me know if you require any further information or documentation to support my request.

Thank you for considering my application. I look forward to your prompt response.

Sincerely,

[Your Name]
[Your Position/Title, if applicable]
[Your Organization, if applicable]