

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

[City, State, Zip Code]

Subject: Application for Business Registration of FZCO

Dear [Recipient Name],

We hereby submit our application for the registration of our Free Zone Company (FZCO) as outlined in the requirements set forth by [Free Zone Authority Name]. Below are the details pertinent to our application:

1. ****Company Name:**** [Proposed Company Name]
2. ****Business Activity:**** [Specify the main business activities]
3. ****Shareholders:**** [List of shareholders and their respective shares]
4. ****Registered Address:**** [Proposed registered address]
5. ****Capital Investment:**** [Amount of capital investment]
6. ****Supporting Documents:**** [List of enclosed documents such as passport copies, business plan, etc.]

We confirm that all provided information is accurate and complete. We look forward to your guidance in processing our application.

Thank you for your attention to this matter. Should you require any further information, please do not hesitate to contact us.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]

[Your Email Address]