

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Company Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Subject: Approval of Free Trade Agreement (FTA)

We are pleased to inform you that your application for Free Trade Agreement (FTA) approval has been reviewed and approved.

Details of the approval are as follows:

- FTA Name: [Name of FTA]
- Approval Number: [Approval Number]
- Effective Date: [Effective Date]
- Valid Until: [Expiration Date]

Please ensure that all terms and conditions outlined in the FTA are adhered to. For any questions or further information, do not hesitate to contact us at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]