

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

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally propose a revision of the FX commission structure currently in place between our companies.

Given the evolving market conditions and our mutual business growth objectives, I believe it is essential to reassess our existing terms to ensure they remain competitive and beneficial for both parties.

[Provide a brief overview of the reasons for the revision, including any relevant data or examples].

I would appreciate the opportunity to discuss this matter further and explore potential adjustments that can enhance our partnership. Please let me know a convenient time for you to meet or if you prefer to discuss this over a call.

Thank you for considering this proposal. I look forward to your positive response.

Sincerely,

[Your Name]  
[Your Title]  
[Your Company]