

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

RE: FX Commission Agreement

This letter serves as a formal agreement between [Your Company Name] ("Company") and [Recipient's Name] ("Agent") regarding the commission structure for foreign exchange (FX) transactions facilitated by the Agent on behalf of the Company.

1. **\*\*Commission Structure\*\***

The Company agrees to pay the Agent a commission of [percent]% on the total value of FX transactions completed through the Agent.

2. **\*\*Payment Terms\*\***

Commissions will be calculated on a monthly basis and paid within [number] days following the end of each month.

3. **\*\*Responsibilities of the Agent\*\***

The Agent is responsible for [list specific responsibilities, e.g., sourcing clients, executing trades, etc.].

4. **\*\*Confidentiality\*\***

Both parties agree to maintain the confidentiality of the terms of this agreement and any sensitive information exchanged during the term of this agreement.

5. **\*\*Term\*\***

This agreement will commence on [start date] and will remain in effect until terminated by either party with [number] days written notice.

6. **\*\*Governing Law\*\***

This agreement shall be governed by and construed in accordance with the laws of [State/Country].

Please sign below to indicate your agreement to the terms outlined above.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]

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**\*\*Agreed and Accepted By:\*\***

[Recipient's Name]

[Title]

[Date]  
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