

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

Dear [Recipient's Name],

I hope this message finds you well.

I am writing to inquire about the current foreign exchange (FX) commission rates and any related fees associated with our account. We would like to ensure that we are optimizing our trading strategies and understand the costs involved.

Could you please provide the following information:

1. Current FX commission rates for various currency pairs.
2. Any additional fees that might apply to our trading activities.
3. Details on how commissions are calculated (e.g., fixed vs. variable rates).

Your prompt response will be greatly appreciated as it will assist us in our financial planning.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Position]
[Your Company]