

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Confirmation of FX Commission Arrangement

We are pleased to confirm our agreement regarding the foreign exchange (FX) commission arrangement between [Your Company Name] and [Recipient's Company Name]. Below are the key details of the arrangement:

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

- [Specify the commission percentage or structure]

2. **\*\*Effective Date\*\***:

- [Start date of the agreement]

3. **\*\*Duration\*\***:

- [Specify the term of the agreement, if applicable]

4. **\*\*Payment Terms\*\***:

- [Outline the payment terms, frequency, and method]

5. **\*\*Contact Information\*\***:

- For any inquiries regarding this arrangement, please contact [Contact Person Name] at [Contact Email] or [Contact Phone Number].

Please review the details and confirm your acceptance of this arrangement by signing below. We appreciate your partnership and look forward to a successful collaboration.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]

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[Recipient's Name]

[Date]

I acknowledge and accept the FX commission arrangement as outlined above.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_