

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

Dear [Recipient Name],

Subject: Application for Foreign Exchange License

I am writing to formally submit our application for a foreign exchange (FX) license under the applicable regulations. We understand the importance of adhering to guidelines established by [Regulatory Authority] and are committed to maintaining the highest standards in our operations.

Enclosed with this letter are the required documents, including:

1. Completed application form
2. Company registration documents
3. Financial statements for the past [number] years
4. Business plan detailing our FX operations
5. Compliance and risk management framework
6. [Any other relevant documentation]

We believe that our commitment to regulatory compliance and our robust business model position us well to contribute positively to the FX market.

Thank you for considering our application. Should you require any additional information or clarification, please do not hesitate to contact me directly.

We look forward to your favorable response.

Sincerely,

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