

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient's Name]  
[Recipient's Title]  
[Company/Organization Name]  
[Company Address]  
[City, State, ZIP Code]

Dear [Recipient's Name],

Subject: FX License Verification Request

I hope this message finds you well. I am writing to request the verification of the foreign exchange (FX) license held by [Company Name]. As part of our due diligence process, it is essential for us to ensure that the company operates within the regulatory framework and holds all necessary licenses.

Please find below the details required for the verification process:

- Company Name: [Company Name]
- License Number: [License Number]
- Issuing Authority: [Issuing Authority]
- Date of Issuance: [Date of Issuance]

I appreciate your assistance in this matter and look forward to your prompt response. If you require any further information or documentation from my side, please do not hesitate to reach out.

Thank you for your attention to this request.

Sincerely,

[Your Name]  
[Your Position]  
[Your Company Name]  
[Your Company Address]  
[City, State, ZIP Code]