

[Your Company Letterhead]

[Your Name]

[Your Position]

[Your Company Name]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Position]

[Recipient Company Name]

[Recipient Address]

[City, State, Zip Code]

Subject: Forex Contract Agreement

Dear [Recipient Name],

This letter serves as a formal agreement between [Your Company Name] and [Recipient Company Name] regarding the terms and conditions of the forex contract as discussed.

****1. Parties Involved:****

- [Your Company Name]

- [Recipient Company Name]

****2. Contract Details:****

- ****Currency Pair:**** [e.g., EUR/USD]

- ****Contract Amount:**** [Amount]

- ****Exchange Rate:**** [Rate]

- ****Contract Start Date:**** [Start Date]

- ****Contract End Date:**** [End Date]

****3. Terms and Conditions:****

- Both parties agree to execute the transaction at the stated exchange rate.

- Payment terms: [e.g., payment due on date or specific terms]

- [Any other relevant terms]

****4. Signatures:****

By signing below, both parties acknowledge and agree to the terms stated in this letter.

[Your Name]

[Your Position]

[Your Company Name]

[Recipient Name]

[Recipient Position]

[Recipient Company Name]

Please retain a copy of this agreement for your records.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]