

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

[Recipient's Name]
[Recipient's Designation]
[Company/Organization Name]
[Address]
[City, State, Zip Code]

Subject: Application for LLP Registration

Dear [Recipient's Name],

I am writing to formally apply for the registration of a Limited Liability Partnership (LLP) under the name [Proposed LLP Name].

1. ****Partnership Details****

- Proposed LLP Name: [Proposed LLP Name]
- Partners: [List of Partners including their addresses]
- Designated Partners: [Names and addresses of designated partners]

2. ****Nature of Business****

The business will engage in [Brief description of business activities].

3. ****Registered Office Address****

The registered office of the LLP will be located at [Registered Office Address].

4. ****Additional Documents****

Attached herewith are the required documents for the registration process, including:

- LLP Agreement
- Address proof of registered office
- Identity and address proof of partners

Please process this application at your earliest convenience. Should you require any additional information or documents, do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Designation, if applicable]
[Your Company Name, if applicable]
[Your Signature (if sending a hard copy)]