

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[State's Secretary of State Office]
[Office Address]
[City, State, ZIP Code]

Subject: Application for the Registration of Limited Liability Company
Dear [Secretary of State or appropriate title],
I, [Your Name], hereby submit my application for the registration of a
Limited Liability Company (LLC) in the state of [State Name].

1. ****Name of the LLC****: [Proposed Name of LLC]
2. ****Principal Office Address****: [Address of the LLC]
3. ****Registered Agent Information****:
 - Name: [Registered Agent's Name]
 - Address: [Registered Agent's Address]
4. ****Members/Managers****:
 - [Name of Member/Manager 1]
 - [Name of Member/Manager 2]

Attached please find the necessary documents, including:

- Articles of Organization
- Operating Agreement (if required)
- Payment for the filing fee

Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require any further information.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Title/Position] (if applicable)