

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[State LLC Registrar's Name]
[State Department/Office Name]
[Address]
[City, State, Zip Code]

Subject: Application for LLC Registration

Dear [State LLC Registrar's Name],

I am writing to formally request the registration of a Limited Liability Company (LLC) in the state of [State Name]. Below are the details of the LLC:

1. ****LLC Name****: [Desired LLC Name]
2. ****Principal Office Address****: [Physical Address of LLC]
3. ****Registered Agent Name****: [Registered Agent's Name]
4. ****Registered Agent Address****: [Registered Agent's Physical Address]
5. ****Business Purpose****: [Brief description of the business purpose]
6. ****Members/Owners****:
 - [Member 1 Name, Address]
 - [Member 2 Name, Address]
 - [Additional Members as necessary]

Enclosed with this letter, please find the necessary forms and the application fee of [Fee Amount].

Thank you for your attention to this matter. I look forward to your confirmation of the LLC registration.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]