

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Agency/Organization Name]
[Agency Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Supplementary Information for LLC Application

I am writing to provide additional information to support my application for the formation of a Limited Liability Company (LLC) titled [Your LLC Name].

[Insert a brief introduction about your business, its purpose, and its mission here.]

In addition to the information provided in my original application, I would like to address the following points:

1. [Point 1: Brief explanation or details]
2. [Point 2: Brief explanation or details]
3. [Point 3: Brief explanation or details]

I believe this information will clarify my intentions and demonstrate the viability of my business. Please find attached any relevant documents that further support my application.

Thank you for considering this supplementary letter. I am looking forward to your favorable response.

Sincerely,

[Your Name]
[Your Title/Position, if applicable]
[Your LLC Name]