

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

[Recipient's Name]
[Recipient's Title]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to submit a request for a Letter of No Interest (LNI) regarding [briefly describe the purpose of the LNI, e.g., a specific project or application].

[Provide a brief explanation of the context or background of your request, including any relevant details that support your submission.]

I appreciate your consideration of this request and look forward to your prompt response. Should you need any further information or documentation, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,
[Your Name]