

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

Dear [Recipient's Name],

Subject: Letter of Intent for MC Number Application

I am writing to express my intent to apply for a Motor Carrier (MC) number through [Company/Organization Name]. As a [brief description of your business or role], I understand the importance of securing the necessary credentials to operate legally and effectively within the transportation industry.

I am committed to adhering to all regulations and ensuring that my operations meet the highest safety standards. As part of my application, I am prepared to provide all required documentation, including [list any relevant documents or information you will provide].

I appreciate your consideration of my application for an MC number and look forward to the opportunity to further discuss my qualifications. Please feel free to contact me at your convenience to arrange a meeting or to require any additional information.

Thank you for your time and attention.

Sincerely,

[Your Name]
[Your Title/Position]
[Your Company Name]
[Your Company Address]