

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

The Reserve Bank of India

[Department Name]  
[Address]

[City, State, Zip Code]

Subject: Application for Approval [Specify Purpose, e.g., "for Launching New Financial Product"]

Dear Sir/Madam,

I am writing to seek approval from the Reserve Bank of India regarding [briefly state the purpose of the application].

[Provide a detailed explanation of the request, including relevant information about the product/service, its intended benefits, compliance with regulations, and any other pertinent details.]

We believe that our proposal aligns with the RBI's objectives and would greatly contribute to [mention benefits to the consumers, economy, or sector].

We kindly request your prompt attention to this application and look forward to your guidance and approval. Should you require any additional information, please feel free to contact me at [your phone number] or [your email address].

Thank you for considering our application.

Sincerely,

[Your Name]  
[Your Position]  
[Your Company Name]  
[Company Address]  
[City, State, Zip Code]