[Your Name]
[Your Position]
[Your Company/Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[App Store/Platform Name]
[Recipient's Address]
[City, State, Zip Code]
Dear [Recipient's Name],
Subject: Application Submission for [App Name]
Introduction
- Brief introduction of the app
- Purpose of the letter
App Overview
- Description of the app's functionality
- Target audience
- Unique selling points
Design and UI Details
- Summary of the UI design principles followed
- Key features and user experience highlights
Compliance and Guidelines
- Confirmation of compliance with app store guidelines
- Mention any specific requirements met
Testing and Feedback
- Overview of testing process
- Any beta testing feedback shared
Conclusion
- Express excitement for the app submission
- Invitation for further questions or clarifications
- Thank the recipient for their consideration
Sincerely,
[Your Name]
[Your Position]
[Your Company/Organization]