

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

[Recipient's Name]
[Recipient's Position]
[World Trade Organization]
[WTO Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Application for [Specify Purpose, e.g., Membership, Observer Status, etc.]

I am writing on behalf of [Your Organization's Name] to formally apply for [specify the request, e.g., membership in the World Trade Organization, observer status, etc.].

[Provide a brief introduction of your organization, its objectives, and why it seeks to join the WTO.]

[Detail any relevant experience, contributions to international trade, or alignment with WTO principles.]

We believe that our participation will [explain how your organization can contribute to WTO goals and the benefits expected from this association.]

Please find attached [any necessary documents, such as supporting statements, data, or previous experience relevant to the application].

Thank you for considering our application. We look forward to your positive response and the opportunity to contribute to the work of the WTO.

Sincerely,

[Your Name]
[Your Position]
[Your Organization]