

[Your Name]
[Your Position]
[Your Organization]
[Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Position]
[World Trade Organization]
[Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

Subject: Application for Membership in the World Trade Organization

I am writing to express our intention to apply for membership in the World Trade Organization (WTO) on behalf of [Country's Name/Government/Organization's Name]. We believe that joining the WTO will enhance our trade relationships and contribute significantly to our country's economic development.

Our country has made substantial progress in aligning our trade policies with international standards, and we are committed to promoting free and fair trade practices. We understand the obligations and responsibilities that come with WTO membership and are prepared to undertake the necessary reforms to comply with the rules and regulations of the organization.

We respectfully request guidance on the application process and any necessary documentation you may require from us. We are eager to engage in discussions and negotiations that will facilitate our accession to the WTO and are open to recommendations on how to best proceed.

Thank you for considering our application. We look forward to your response and hope to work collaboratively towards a successful membership process.

Sincerely,

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