

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

[Recipient's Name]
[Recipient's Title]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Request for Modification of XJR Specifications

I hope this message finds you well. I am writing to formally request a modification regarding the XJR specifications.

[Briefly explain the reason for the modification request, including any relevant details and justifications.]

I believe that this modification will [explain the benefits or improvements that will result from the requested change].

Thank you for considering my request. I look forward to your response.

Sincerely,

[Your Name]
[Your Title/Position, if applicable]
[Your Company Name, if applicable]