

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

[State's LLC Registration Office]
[Office Address]
[City, State, Zip Code]

Subject: Application for LLC Registration

Dear [Registrar's Name or "To Whom It May Concern"],

I am writing to formally apply for the registration of a Limited Liability Company (LLC) in [State Name].

****Proposed LLC Name:**** [Your Proposed LLC Name]

****Business Address:**** [Business Address]

****Registered Agent:**** [Registered Agent's Name and Address]

The purpose of the LLC is to [briefly describe business purpose].

Enclosed with this letter are the necessary documents and filing fee as required for the registration process.

Please let me know if you need any additional information or documentation.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]
[Your Title, if applicable]
[Your LLC Name, if applicable]