

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[State's Secretary of State]
[Office Address]
[City, State, Zip Code]

Subject: Application for LLC Registration

Dear [Secretary of State or appropriate title],
I, [Your Name], wish to formally register a Limited Liability Company (LLC) under the name [Desired LLC Name] in the state of [State Name].

The details of the LLC are as follows:

- LLC Name: [Desired LLC Name]
- Principal Office Address: [Address]
- Registered Agent: [Registered Agent Name]
- Registered Agent Address: [Registered Agent Address]
- Purpose of LLC: [Brief Description of Business Purpose]

Attached are the required documents and fees for the registration of the LLC. I certify that the information provided is true and accurate to the best of my knowledge.

Thank you for your attention to this matter. I look forward to your confirmation of the LLC registration.

Sincerely,

[Your Signature (if submitting by mail)]
[Your Printed Name]
[Your Title, if applicable]