

# Communication Equipment Certification Request

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Certification Authority Name]

[Certification Authority Address]

[City, State, Zip Code]

Dear [Certification Authority Contact Name],

I am writing to formally request certification for our communication equipment, [Insert Equipment Name/Model], which is designed for [briefly describe the purpose of the equipment]. We believe this equipment complies with all applicable standards and regulations.

Enclosed with this letter, you will find the necessary documentation including:

- Technical specifications
- Test reports
- Proof of compliance with relevant standards

We appreciate your attention to this matter and look forward to your prompt response regarding the certification of our equipment. Should you need any further information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Position]

[Your Company]