

Request for Fair Trade Certification

Date: [Insert Date]

To: [Certification Authority Name]

[Certification Authority Address]

Dear [Certification Authority Name],

I am writing to formally request Fair Trade certification for our company, [Your Company Name]. We are committed to promoting ethical practices and empowering our producers and workers.

Our mission aligns closely with the principles of Fair Trade, and we believe that obtaining Fair Trade certification will not only enhance our brand but also contribute positively to the communities we work with.

Please find attached the necessary documentation and information regarding our business practices, including:

- Business Profile
- Supply Chain Details
- Financial Statements

We are eager to engage in the certification process and look forward to your guidance on the next steps.

Thank you for considering our request. We are hopeful for a positive response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]