

Request for Legal Compliance Certification

Date: [Insert Date]

To,

[Recipient's Name]

[Recipient's Position]

[Organization's Name]

[Organization's Address]

Dear [Recipient's Name],

We, [Your NGO's Name], are committed to adhering to all relevant legal and regulatory requirements in our operations. In pursuit of this goal, we kindly request a certification of our legal compliance from your esteemed organization.

Our NGO has been actively involved in [brief description of your NGO's activities], and we believe that obtaining this certification will not only validate our commitment but also enhance our credibility amongst stakeholders.

We are more than willing to provide any necessary documentation or information required for this process, and we appreciate your assistance in expediting this request.

Thank you for your attention to this matter. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your NGO's Name]

[Your Contact Information]