

Official Letter to Regulatory Body Regarding Merger

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Title]

[Regulatory Body Name]

[Address Line 1]

[Address Line 2]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to formally notify you of our intention to merge with [Other Company Name]. This merger is intended to enhance our capabilities and deliver greater value to our customers and stakeholders.

We anticipate that this merger will benefit the industry and consumers alike by [insert brief explanation of the benefits]. We are committed to complying with all relevant regulations and are prepared to submit the necessary documentation as required by your office.

We kindly request your guidance on the next steps and any specific information you require from us to facilitate this process. Our aim is to ensure a smooth transition and full compliance with regulatory expectations.

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

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]