

Overseas Transaction Compliance Inquiry

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the compliance procedures related to the recent overseas transaction conducted on [Insert Date of Transaction]. The transaction in question involved [Brief Description of Transaction].

To ensure adherence to our internal policies and regulatory requirements, we kindly request the following information:

- Confirmation of compliance with relevant overseas transaction regulations.
- Details of any due diligence performed regarding the transaction.
- Documentation supporting the legitimacy of the transaction.
- Any other compliance-related information that may be pertinent.

We appreciate your cooperation in this matter and look forward to your prompt response. Please feel free to reach out if you require any further details from our end.

Thank you for your attention to this important inquiry.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]