

[Your Company Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Recipient Name/Compliance Department]
[Financial Institution Name]
[Recipient Address]
[City, State, Zip Code]

**RE: Response to Anti-Money Laundering (AML) Compliance Inquiry - Case Ref:
[Reference Number]**

Dear [Contact Name or Compliance Officer],

This letter is in response to your formal inquiry dated [Date of Inquiry] regarding [Account Number/Transaction Reference]. We understand our obligations under Anti-Money Laundering (AML) and Counter-Terrorist Financing (CTF) regulations and are pleased to provide the requested information.

1. Purpose of Transaction/Account Activity

The activity identified in your inquiry relates to [Provide brief explanation, e.g., payment for services, property acquisition, or inter-company transfer]. This is a standard business transaction conducted in the normal course of our operations.

2. Source of Funds/Wealth

The funds used for this transaction originated from [Specify source, e.g., accumulated business revenue, a specific bank loan, or sale of assets].

3. Supporting Documentation

To verify the legitimacy of this activity, we have attached the following documents:

- [Document 1: e.g., Invoices/Contracts]
- [Document 2: e.g., Bank Statements]
- [Document 3: e.g., Audited Financial Statements]

4. Beneficial Ownership

We confirm that the ultimate beneficial owner(s) of the entity involved remains unchanged as per our last filing, namely [Name of Beneficial Owner].

We trust this information satisfies your compliance requirements. Should you require further clarification or additional documentation, please contact our Compliance Officer, [Name], at [Phone Number] or [Email Address].

Sincerely,

[Signature]
[Printed Name]
[Job Title/Position]