

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

[Recipient Name]
[Recipient Title]
[Regulatory Body/Institution Name]
[Street Address]
[City, State, Zip Code]

RE: Response to Inquiry Regarding Capital Adequacy Assessment

Dear [Recipient Name],

We are writing in response to your formal inquiry dated [Date of Inquiry] regarding the Capital Adequacy Assessment of [Your Company Name].

Please find the requested information and supporting documentation attached to this letter. Our internal assessment confirms that [Your Company Name] maintains capital levels well in excess of the minimum regulatory requirements. Key components of this response include:

- Summary of Tier 1 and Tier 2 Capital ratios.
- Risk-Weighted Assets (RWA) calculations as of [Quarter/Year].
- Results of our most recent internal stress tests and scenario analyses.
- Capital contingency plans and liquidity risk management frameworks.

We remain committed to maintaining a robust capital position to support our operational risks and strategic objectives. Our management team continuously monitors capital metrics to ensure compliance with [Specific Regulation, e.g., Basel III / Solvency II] standards.

Should you require further clarification or additional data regarding our capital buffers or assessment methodology, please do not hesitate to contact our Compliance Department at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Your Name]
[Your Title]
[Your Company Name]

Enclosures: [List of Documents, e.g., Capital Adequacy Report, Financial Statements]