

Foreign Trade Department
Attn: Mr. Steve Shriber
Wencor, LLC
P.O. Box 514
1625 N. 1100 W.
Springville, UT 84663-0900

December 31, 2015

Dear Mr. Shriber,

I. **(Company Name)** is interested in purchasing U.S. fabricated material and parts for the purpose of maintaining components for **(Ultimate Consignee)** fleet of **(Aircraft Types/Applications)**.

The items are required for routine engine, airframe, and systems maintenance, for ultimate end use by **(End User(s) Name, Address and Other Info)**. **(Ultimate Consignee)** does acknowledge and certify that items purchased from Wencor, LLC. will not be transferred, transshipped, or otherwise be disposed of in any other country, either in their original form or after being incorporated into other end-items, without the prior written approval of the U.S. Department of State. (22 CFR 123.9 b)

II. **(Company Name)** will purchase material from Wencor, LLC. 1625 North 1100 West, Springville, Utah, USA, and in order to facilitate the shipment of urgently needed material, I am requesting that you apply for a U.S. State Department export license (DSP-5) in our behalf, covering the above mentioned material to be provided by Wencor.

In the course of the next four years, we estimate the dollar value for these purchases to be in the area of **(Estimated Dollar Amount)**.

Your consideration would be appreciated.

Sincerely,

(Author Name)

(Author Title must be someone who can represent the company in its entirety)

(Company Name)