

[Your Full Name]  
[Current Job Title]  
[Current Department/Region]  
[Employee ID]  
[Date]

[Hiring Manager Name]  
[Title: e.g., CFO or VP of Finance]  
[Target Region/Division Name]

**RE: Internal Application for Regional Financial Controller - [Target Region]**

Dear [Manager Name],

Please accept this letter as a formal expression of interest in the Regional Financial Controller position for [Target Region], as advertised via [Internal Portal/Reference]. Having served as [Current Title] within the [Current Department] for [Number] years, I am eager to apply my deep understanding of [Company Name]'s financial frameworks and internal controls to this new geographical remit.

During my tenure in my current role, I have successfully managed [Specific Key Responsibility, e.g., P&L oversight, statutory reporting, or audit compliance] resulting in [Quantifiable Achievement]. I am confident that my familiarity with our global ERP systems and corporate reporting standards will allow for a seamless transition and immediate contribution to the [Target Region] finance team.

Specifically, I look forward to bringing my expertise in:

- [Skill 1: e.g., Regional Budgeting and Forecasting]
- [Skill 2: e.g., Multi-currency Consolidation and IFRS Compliance]
- [Skill 3: e.g., Cross-functional Business Partnering]

I am motivated by the opportunity to address the unique financial challenges in [Target Region], particularly [Mention a specific regional goal or project]. I am grateful for the growth opportunities [Company Name] has provided me thus far and am committed to driving financial excellence in this new capacity.

I have informed my current supervisor, [Current Manager's Name], of my interest in this transfer. Thank you for your time and for considering my internal application. I look forward to the possibility of discussing how my experience aligns with the strategic needs of the [Target Region] team.

Sincerely,

[Your Signature]

[Your Printed Name]