

Approval Letter for Company Rental Application

[Your Name]

[Your Position]

[Your Company Name]

[Address]

[City, State, ZIP Code]

[Date]

[Recipient's Name]

[Address]

[City, State, ZIP Code]

Subject: Approval for Company Rental Application

Dear [Recipient's Name],

We are pleased to confirm that your application to lease [specific property or equipment] for your company, [Company Name], has been approved. The rental period will begin on [start date] and will adhere to the terms outlined in the attached agreement.

Please provide [specific documents or information required] and complete the payment process to ensure a smooth transition.

Thank you for choosing [your company/organization].

Best regards,

[Your Full Name]

[Your Position]

[Contact Information]