

Approval Letter for Car 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 Car Rental Application

Dear [Recipient's Name],

We are pleased to inform you that your application to rent a [specific car model] from [Company Name] has been approved. The rental agreement will commence on [start date] and continue until [end date], as per the terms outlined in the attached agreement.

Please ensure you review the terms carefully and provide any required documentation or payment prior to the start date.

Should you have any questions or need further assistance, feel free to contact us at [contact information].

Best regards,
[Your Full Name]
[Your Position]
[Contact Information]