

# Approval Letter for Bike 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 Bike Rental Application

Dear [Recipient's Name],

We are delighted to inform you that your bike rental application has been approved. You will be renting [specific bike model] starting on [start date] for the agreed duration as per the attached rental terms.

Please review the rental agreement carefully and provide any required documentation or payment before collecting the bike.

For further inquiries or support, feel free to reach out to us at [contact information].

Warm regards,

[Your Full Name]

[Your Position]

[Contact Information]