

Event Permit Approval Confirmation

Date: [Insert Date]

To: [Recipient Name]

Address: [Recipient Address]

Email: [Recipient Email]

Dear [Recipient Name],

We are pleased to inform you that your application for a temporary event permit for [Event Name] has been approved. The event is scheduled to take place on [Event Date] at [Event Location].

Please ensure compliance with the following conditions:

- Event Hours: [Specify Hours]
- Health and Safety Regulations: [Specify Regulations]
- Noise Control Measures: [Specify Measures]

Thank you for your cooperation, and we wish you a successful event!

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]