

# Visitor Parking Permit

Date: [Insert Date]

To Whom It May Concern,

This letter is to confirm that [Visitor's Name] is granted access to park at [Location/Address] on [Parking Date] from [Start Time] to [End Time].

Please display this permit visibly on the dashboard of the vehicle:

- **Visitor's Name:** [Visitor's Name]
- **Vehicle Make/Model:** [Vehicle Make/Model]
- **License Plate Number:** [License Plate Number]

If you have any questions, please contact [Your Name/Contact Information].

Thank you,

[Your Name]

[Your Position]

[Organization/Company Name]

[Contact Information]