

# Authorization Letter for Tenant Use of Shared Workspace

Date: \_\_\_\_\_

To Whom It May Concern,

I, [Landlord's Full Name], the owner of the property located at [Property Address], hereby authorize [Tenant's Full Name] to utilize the shared workspace within the property for the duration of their tenancy.

This authorization is effective from [Start Date] to [End Date]. During this period, [Tenant's Full Name] has permission to use the facilities and resources of the shared workspace as outlined in the lease agreement.

Please feel free to contact me at [Landlord's Phone Number] or [Landlord's Email Address] should you require any further information.

Thank you for your attention to this matter.

Sincerely,  
[Landlord's Signature]  
[Landlord's Printed Name]  
[Landlord's Address]