

Application for Temporary Employment Permit

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally apply for a Temporary Employment Permit to work as [Job Position] at [Company/Organization Name]. I am seeking this permit in order to fulfill my role in [specific reason or project] from [start date] to [end date].

As [your background/qualifications], I believe that my skills in [mention relevant skills] will greatly benefit your organization during this period.

I have attached the required documents for your review, including [list any documents like resume, references, etc.]. If you require any further information, please do not hesitate to contact me at [your phone number] or [your email address].

Thank you for considering my application. I look forward to your positive response.

Sincerely,
[Your Name]