

Digital Content Usage Authorization Letter

Date: [Insert Date]

[Your Name]

[Your Title] [Your Company] [Your Address] [City, State, Zip Code]

[Recipient Name]

[Recipient Title] [Recipient Company] [Recipient Address] [City, State, Zip Code]

Dear [Recipient Name],

I am writing to authorize the use of digital content created by [Your Company/Your Name] for the purpose of promotional materials. This includes, but is not limited to, **[specific content, e.g., images, videos, articles]** that were produced on **[date(s) of creation]**.

You have my permission to use the specified content in any promotional materials, including but not limited to brochures, websites, and social media channels, under the following conditions:

- The content is credited to [Your Company/Your Name].
- The content should not be altered in any way without my prior consent.

Please reply to confirm your acceptance of these terms. I look forward to seeing how you utilize our content.

Thank you for your cooperation.

Sincerely,

[Your Name] [Your Title] [Your Company] [Your Email] [Your Phone Number]