

Permission to Obtain Conference Documentation

Date: _____

To Whom It May Concern,

I, [Your Name], hereby grant permission to [Recipient's Name/Organization] to obtain and access all documentation related to [Conference Name], held on [Conference Date] at [Location].

This permission is granted for the purpose of [brief explanation of purpose, e.g., research, review, etc.].

Thank you for your assistance in this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]