

# Permission Letter for Volunteer Facilities Access

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

To Whom It May Concern,

I, [Your Name], am writing to grant permission for [Volunteer Name] to access the facilities located at [Facility Address] for the purpose of volunteering with [Organization Name] from [Start Date] to [End Date].

This access is granted under the condition that [Volunteer Name] adheres to all rules and regulations set forth by [Organization Name] and maintains a professional and respectful demeanor at all times.

We appreciate the efforts of our volunteers and look forward to their valuable contributions.

Thank you for your attention to this matter.

Sincerely,

[Your Name]  
[Your Title]  
[Organization Name]  
[Contact Information]