

Wedding Ceremony Approval Request

Date: [Insert Date]

To: [Local Authority Name]

Address: [Local Authority Address]

Subject: Approval for Wedding Ceremony

Dear [Local Authority Name],

We hope this letter finds you well. We are writing to formally request approval for our upcoming wedding ceremony. The details of our event are as follows:

- **Couple's Names:** [Name 1] and [Name 2]
- **Date of Ceremony:** [Wedding Date]
- **Time of Ceremony:** [Start Time] to [End Time]
- **Location:** [Venue Name, Address]
- **Number of Guests:** [Expected Number of Guests]

We assure you that we will comply with all local regulations and guidelines related to the hosting of this event.

We kindly ask for your approval of this ceremony and any necessary permits that may be required. If you need further information or documentation, please do not hesitate to contact us at [Your Phone Number] or [Your Email Address].

Thank you for considering our request. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]