

Data Usage Permission Letter

Date: [Insert Date]

Dear [Volunteer's Name],

We would like to express our gratitude for your willingness to volunteer with our organization, [Organization Name]. As a part of your involvement, we may collect and utilize certain personal data.

By signing this letter, you consent to the collection, storage, and use of your personal data for the purpose of [specific purposes such as event coordination, tracking volunteer hours, etc.]. We assure you that your data will be kept confidential and used solely for the stated purposes.

Please review the details below:

- **Type of Data Collected:** [List the types of data]
- **Purpose of Data Usage:** [Explain the purpose]
- **Data Retention Period:** [Specify time frame]

If you agree to the terms outlined above, please sign below:

[Volunteer's Name]

Thank you for your support and commitment to our cause!

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]