

# Corporate Ethics Approval Notification

Date: [Insert Date]

To: [Recipient Name]  
[Recipient Title]  
[Company/Department Name]

Dear [Recipient Name],

We are pleased to inform you that your application for ethics approval titled "**[Title of Proposal]**" has been reviewed and approved by the Corporate Ethics Committee. This approval is effective as of [Insert Approval Date] and is valid until [Insert Expiration Date].

Please ensure that all activities related to the project maintain compliance with the approved guidelines and ethical standards. Should any modifications be necessary, a formal request for amendment must be submitted for further review.

Thank you for your commitment to upholding our corporate ethical standards. If you have any questions or require further assistance, please do not hesitate to contact us.

Sincerely,

[Your Name]  
[Your Title]  
[Company Name]  
[Contact Information]