

Approval Letter for Social Event Planner

Date: [Insert Date]

To:

[Event Planner's Name]

[Event Planner's Address]

Dear [Event Planner's Name],

We are pleased to inform you that your proposal for the [Event Name] scheduled on [Event Date] has been approved. Your creative ideas and detailed planning have impressed our committee.

Please proceed with the next steps as outlined in your proposal. We look forward to collaborating with you to ensure a successful event.

If you have any questions or need further clarifications, feel free to reach out.

Thank you for your dedication to making this event a memorable one.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Contact Information]