

# Software Installation Permission Request

Date: [Insert Date]

To: [Manager's Name]

Position: [Manager's Position]

Company: [Company Name]

Subject: Request for Permission to Install Online Storage Solutions

Dear [Manager's Name],

I am writing to seek your permission to install [Software Name], an online storage solution, on my workstation. This software will assist in [brief explanation of how the software will be beneficial for the team/project].

The installation of this software complies with company policies and is essential for improving our team's efficiency and productivity.

Please let me know if you require any further information regarding this request. I appreciate your consideration.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]