

Network Access Clearance Letter

Date: [Insert Date]

To:

[Partner's Name]

[Partner's Position]

[Partner's Organization]

[Partner's Address]

Dear [Partner's Name],

Subject: Network Access Clearance for Project Partners

We are writing to formally grant network access clearance for your team members involved in the [Project Name]. This clearance is vital for collaboration and data exchange as part of the ongoing project.

Please ensure that the following individuals comply with our security protocols:

- [Team Member 1 Name] - [Position]
- [Team Member 2 Name] - [Position]
- [Team Member 3 Name] - [Position]

Access will be granted starting from [Start Date] and will remain effective until the project completion or until notified by our security team. All users are expected to follow the network usage policy, which is enclosed with this letter.

If you have any questions or require further assistance, please do not hesitate to contact us.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]