

Confirmation of Contractor's Temporary Occupancy Permit

Date: [Insert Date]

[Contractor's Name]

[Contractor's Address]

[City, State, Zip Code]

Dear [Contractor's Name],

We are pleased to inform you that your application for a Temporary Occupancy Permit for the property located at [Property Address] has been approved. This permit is effective from [Start Date] to [End Date].

Please ensure that all conditions of the permit are adhered to during the occupancy period. Should you have any questions or require further assistance, feel free to reach out.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]