

Notification for Contractor Temporary Occupancy Permit

Date: [Insert Date]

To: [Contractor's Name]

[Contractor's Company Name]

[Contractor's Company Address]

Subject: Notification of Temporary Occupancy Permit Approval

Dear [Contractor's Name],

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

This permit allows for the occupancy of the specified areas under the conditions outlined in the permit application. Please ensure compliance with all local codes and regulations during this period.

Should you have any questions or require further assistance, please do not hesitate to contact us at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[Your Contact Information]