

Request for Construction Waste Disposal Permit

Date: [Insert Date]

To,
[Recipient's Name]
[Recipient's Title]
[Department/Organization Name]
[Address Line 1]
[Address Line 2]

Dear [Recipient's Name],

I am writing to formally request a permit for the disposal of construction waste generated from the ongoing project located at [Project Address or Location]. The nature of our construction activities has resulted in waste materials that require proper disposal in accordance with local regulations.

Project Details:

- Project Name: [Project Name]
- Project Start Date: [Start Date]
- Expected Completion Date: [Completion Date]
- Waste Types: [Describe Types of Waste]

We are committed to following all environmental regulations and will ensure that the waste is disposed of at an approved facility. We kindly request your assistance in processing our application for the necessary permit.

Thank you for your attention to this matter. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you need any further information.

Sincerely,
[Your Name]
[Your Title]
[Your Company Name]
[Your Company Address]