

# Construction Site Visitor Access Authorization

Date: [Insert Date]

To Whom It May Concern,

This letter serves to authorize the following individual(s) for access to our construction site located at [Site Address]:

**Name of Visitor:** [Visitor's Full Name]

**Company/Organization:** [Company Name]

**Date(s) of Visit:** [Start Date] to [End Date]

The above-mentioned person is required to visit the site for the purpose of [State Purpose of Visit]. They are to adhere to all safety protocols and regulations during their visit.

If you have any questions or require further information, please contact me at [Your Phone Number] or [Your Email Address].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[Phone Number]

[Email Address]