

Vehicle Use Authorization Letter

Date: [Insert Date]

To Whom It May Concern,

This letter serves to authorize [Driver's Name] to operate the vehicle owned by [Owner's Name/Company's Name] for the purpose of [specific purpose, e.g., business activities, transportation of goods, etc.].

Vehicle Details:

- Make: [Vehicle Make]
- Model: [Vehicle Model]
- Year: [Vehicle Year]
- License Plate Number: [License Plate Number]

This authorization is valid from [Start Date] to [End Date]. Please allow [Driver's Name] to operate the vehicle for the stated purpose during this period.

If you have any questions or require further verification, please feel free to contact me at [Your Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]