

Digital Asset Management Authorization

Date: [Insert Date]

To Whom It May Concern:

This letter is to authorize [Third-Party Vendor Name], located at [Vendor Address], to access our digital asset management system for the purpose of [specific purpose, e.g., editing, archiving, etc.].

The access granted includes the ability to [specify access level or permissions, e.g., read, write, delete, etc.] to the following digital assets: [List Digital Assets].

The duration of this authorization is from [Start Date] to [End Date]. Please be advised that this authorization can be revoked at any time with written notice.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Company Address]

[Your Contact Information]