

Company Property Utilization Consent

Date: [Insert Date]

To: [Employee's Name]

Address: [Employee's Address]

Dear [Employee's Name],

We are pleased to inform you that your request to utilize company property for [specific purpose] has been reviewed and approved. The details of the consent are as follows:

- **Property Description:** [Description of the property]
- **Utilization Period:** [Start Date] to [End Date]
- **Conditions:** [List any conditions related to the usage]

By signing this letter, you agree to adhere to all company policies and guidelines concerning the usage of company property.

Please sign below to acknowledge your acceptance of this consent.

[Employee's Name]

Date: _____

Thank you.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]