

Provisional access authorization

Subject: Temporary Authorization to Visit [Location/Person]

Dear [Recipient Name],

This letter serves as temporary authorization for [Visitor Name] to access [Location/Person] between [Start Date] and [End Date].

The access is granted solely for the purpose of [Reason].

Please facilitate this visit accordingly.

Regards,

[Your Name]

Get more templates here: <https://www.lettersandtemplates.com/letters/visit-authorization-letter>