Sample Construction Permit Approval Letter

[Your Name]

[Your Title]

[Building Authority Name]

[Authority Address]

[City, State, ZIP Code]

[Date]

[Applicant's Name]

[Applicant's Address]

[City, State, ZIP Code]

Dear [Applicant's Name],

Subject: Construction Permit Approval

I am writing to inform you that your application for a construction permit for [Project Name] has been approved by [Building Authority Name]. Your adherence to zoning regulations and safety standards is commendable.

Please review the attached construction permit approval details, including permit number, approved plans, and any necessary construction inspections. If you have any questions or require further information, please contact our building department.

We wish you a successful and safe construction process.

Sincerely,

[Your Name]

[Your Title]