Sample Legal Document Approval Letter

[Your Name]

[Your Title]

[Legal Department Name]

[Company/Organization Name]

[Organization Address]

[City, State, ZIP Code]

[Date]

[Legal Document Author's Name]

[Author's Address]

[City, State, ZIP Code]

Dear [Legal Document Author's Name],

Subject: Legal Document Approval

I am pleased to confirm that the legal document titled "[Document Title]" has been reviewed and approved by our legal department. Your thorough and accurate representation of our interests is appreciated.

Please review the attached legal document approval details, including any revisions or notes provided. If you have any questions or need further clarification, please do not hesitate to contact our legal team.

We value your contributions to maintaining our legal compliance and protection.

Sincerely,

[Your Name]

[Your Title]