**EMAIL TEMPLATE**

**PERMISSION LETTER TO USE PROPERTY**

Dear **[Recipient Name]**,

I, **[your name]**, hereby give **[Mr. John]** the permission to use my premises located on **[premises location]** to **[a list of permitted or authorized actions or the main reason for using the premises]**. The premises may not be used to **[a list of disallowed activities, optional]**. This authorization is valid from **[start date]** until **[ending date]**.

**[Mr. John]** is expected to hand over the premises in the same condition that it was received. He shall be responsible for damages that may occur during the usage.

Sincerely,

Your Name