**AUTHORIZATION LETTER TO USE VEHICLE**

[Name of the sender]

[Designation of the respective person]

To,

[Name of address]

Subject: letter of authorization for vehicle use

Respected sir/madam,

This letter informs you that I (mention your name) authorizing (mention holder name) for vehicle use. (Mention holder name) has submitted his/her application for this long back, and after completion of his/her all the assessment, we hereby now authorize him/her for vehicle use. All the test assessments and documentation have been done with legal action.

We have seen his/her confidence in his/her driving. After his/her proper assessment, we have granted him/her this authorization by our agency or organization. He/she has the proper legal driving license along with him/her.

We have properly guided him/her in this matter. This matter is crucial for anyone, so we have properly taken care of every situation. All the documents have been verified properly with proper assessment. All the documents have been attached with this letter for your reference; please find the attachment.

If any further queries are left, do let us know you can reach us at [mention phone number] or through an email [mention email address].

Sincerely,

[Sender Name]