

[Date]

[Petitioner Name]

[Address Line 1]

[Address Line 2]

RE: Notice of Petition Approval

Case Number: [Case Reference Number]

Petition Type: [Type of Petition]

Dear [Petitioner Name],

This letter is to formally notify you that your petition regarding [Subject of Petition] has been reviewed and officially approved as of [Approval Date].

Based on the documentation provided, it has been determined that all requirements have been met. The following actions will now take place:

- [Next Step 1]
- [Next Step 2]
- [Next Step 3]

Please retain this letter for your records. If you have any questions regarding this approval or the subsequent steps, please contact our office at [Phone Number] or via email at [Email Address].

Sincerely,

[Signature]

[Name of Official]

[Title/Department]

[Organization Name]