

[Your Organization's Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Confirmation of Bylaws Approval

We are pleased to confirm that the bylaws of [Your Organization's Name] have been officially approved as of [Date of Approval]. The approval was granted during the meeting held on [Date of Meeting], and it was unanimously agreed upon by the board members present.

The approved bylaws will guide the operations and governance of [Your Organization's Name] moving forward. A copy of the revised bylaws is enclosed for your records.

Thank you for your continued support and commitment to our organization. If you have any questions or need further information, please do not hesitate to reach out.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]

[Your Contact Information]

Enclosure: Approved Bylaws