

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient Title]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Ikon Pass Eligibility Letter

I am writing to confirm my eligibility for the Ikon Pass for the
[specific season/year].

As per the requirements, I have met the following criteria:

1. [List eligibility criteria met, e.g., membership in a specific organization, residency, etc.]
2. [Additional criteria, if applicable.]

I have enclosed documentation to support my eligibility:

- [List of documents included, e.g., proof of residency, membership card, etc.]

Thank you for your attention to this matter. Please feel free to contact me at [your phone number] or [your email address] if you require any further information.

Sincerely,

[Your Name]

[Your Title/Position, if applicable]