

[Your Company Letterhead]

[Date]

[Employee Name]

[Employee Address]

[City, State, Zip Code]

Dear [Employee Name],

Subject: JWT Token Assignment

We are pleased to inform you that you have been assigned a JSON Web Token (JWT) for your access to [specific system/application]. This token will allow you to securely authenticate and authorize your requests.

****Token Details:****

- ****Token ID:**** [Unique Token ID]

- ****Issued On:**** [Issue Date]

- ****Expiration Date:**** [Expiration Date]

- ****Scopes:**** [List of Scopes/Permissions]

Please ensure that you keep this token confidential and only use it in accordance with our company policies. If you have any questions or require assistance regarding this token, feel free to reach out to the IT department at [IT Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Company Contact Information]