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[Your Company Letterhead]
[Date]
[Recipient Name]
[Recipient Title]
[Recipient Company/Organization]
[Recipient Address]
[City, State, Zip Code]
Dear [Recipient Name],
Subject: Confirmation of PZ Map
We are writing to confirm the receipt and approval of the PZ Map
submitted on [submission date]. After thorough review, we are pleased to
inform you that the PZ Map meets the required specifications and has been
approved.
Please keep this letter for your records. Should you have any questions
or require further assistance, do not hesitate to contact us at [Your
Phone Number] or [Your Email Address].
Thank you for your cooperation.
Sincerely,
[Your Name]
[Your Title]
[Your Company/Organization]
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[Your Phone Number]
[Your Email Address]