

[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: Approval for Third Party Authorization (TPA) Services

We are pleased to inform you that your request for Third Party Authorization (TPA) services has been approved. This decision was made after a thorough review of your application and supporting documents. Effective [Start Date], you are authorized to [briefly describe the scope and purpose of the TPA services]. Please ensure that all services provided align with [any relevant policies, regulations, or guidelines]. Should you have any questions or require further assistance, please do not hesitate to reach out to us at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]