

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

[Recipient's Name]
[Recipient's Title]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Subject: NNPI Approval Letter

Dear [Recipient's Name],

I am pleased to inform you that the NNPI (New Network Product Initiative) for [Product/Service Name] has been approved. The details of the approval are as follows:

1. ****Product/Service Description:****
[Brief description of the product/service]
2. ****Approval Date:****
[Date of approval]
3. ****Approval Reference Number:****
[Reference number if applicable]
4. ****Conditions of Approval:****
[Any specific conditions or requirements]

We appreciate your contribution to the NNPI process and look forward to seeing the positive impact of this initiative. Please feel free to reach out should you have any questions or require further information.

Sincerely,

[Your Name]
[Your Job Title]
[Your Organization Name]