

[Your Name]
[Your Title/Position]
[Your Company/Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Recipient Company/Organization]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to inform you that your application to become a UGC (User-Generated Content) creator for [Your Company/Organization] has been approved.

We appreciate the creativity and passion you bring to your content and believe it aligns perfectly with our brand values. As a UGC creator, you will have the opportunity to collaborate with us on various marketing campaigns and showcase our products to your audience.

Please find the details of your agreement attached for your review. We look forward to your contributions and hope to see some fantastic content from you soon!

If you have any questions or require further information, please don't hesitate to reach out.

Best regards,

[Your Signature]
[Your Printed Name]
[Your Title/Position]
[Your Company/Organization]