***Permission letter template for agency clients to approve entry for the***

***IABC Pacific Plains Region Silver Quill Awards***

[Date]

Dear [Name of Agency Contact],

I [insert Client Name], [insert title, e.g. Communication Director], for [Company Name], hereby authorize [Name of Agency] to enter the IABC Pacific Plains Region Silver Quill Awards program with the entry [insert Entry Name].

[Agency Name] has worked with us to provide [insert nature of services, e.g. develop strategy, create collateral, implement campaign].

This permission extends to the use of campaign materials such as videos, photos, and other collateral. [Adjust as needed for your entry]

Regards,

[Signature of client – actual signature required]

[Signature block of client – should include contact details such as email address and phone number]