

**To whom it may concern (letter to be completed where use rights have been granted as applicable for particular set of circumstances)**

As the forest owner/forest manager, and in accordance with the permitted access agreement [ref to applicable document] we hereby inform you that the permitted access and use rights bestowed must follow and comply with certification requirements as specified below:

Description of Activity:

Specific Actions that must be followed/confirmed:

Supported by the following documents which must be submitted:

e.g. Risk Assessments, Method Statements, Public Liability Insurance Documents, Certificates of competence.

Yours