

# **SAMPLE LETTER FROM DEVELOPER**

Date:

City of Vaughan  
Public Work Department  
2800 Rutherford Road  
Vaughan, On  
L4K 2N9

Attention: Municipal Services Inspector - Roads

**Reference:** *Your Address*  
*Driveway Cut*

Dear \_\_\_\_\_:

This letter will confirm that \_\_\_\_\_ (*Developers Name*) \_\_\_\_\_ has no objection to the requested driveway modification pending approval from the City of Vaughan.

Yours truly,  
(*Developer Name*)