

Authorization Letter to Bank

[Your Full Name]

[Your Address, City, State, Zip Code]

[Your Phone Number][Date]

[Bank Manager's Name][Bank Name]

[Bank Address, City, State, Zip Code]

Subject: Authorization for Banking Transactions

Dear [Bank Manager's Name],

I, [Your Full Name], holding an account in [Bank Name] with the account number [Your Account Number], hereby authorize [Authorized Person's Full Name] to conduct banking transactions on my behalf. This authorization is limited to the following transactions:

This authorization will be in effect from [Start Date] to [End Date]. For identification and verification purposes, [Authorized Person's Full Name] will present their [Type of Identification, e.g., Driver's License], ID number [ID Number]. I request your cooperation in facilitating [Authorized Person's Full Name] for the above-mentioned transactions. Please do not hesitate to contact me for any further clarifications or verification at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Signature]

[Your Full Name]