

# Financial Authorization Letter to Represent the Company

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**ABC Solutions, Inc.**

**456 Corporate Blvd**

**Houston, TX 77002**

**(555) 987-6543**

**contact@abcsolutions.com**

**Date: October 16, 2024**

**To:**

**First National Bank**

**Downtown Business Services Branch**

**789 Business Avenue**

**Houston, TX 77002**

**Subject:** Authorization to Represent ABC Solutions, Inc. in Financial Matters

Dear Branch Manager,

I, **David L. Turner**, acting as **Chief Financial Officer (CFO)** of **ABC Solutions, Inc.**, hereby authorize **Sarah M. Brown** to represent our company in all matters related to our financial accounts with **First National Bank**. This authorization is due to the specific project requirements that Sarah will be managing, which necessitate her access to company financial resources.

## **Authorized Representative's Details:**

- **Full Name:** Sarah M. Brown

- **Position in Company:** Financial Controller
- **Address:** 123 Elm Street, Houston, TX 77002
- **Phone Number:** (555) 123-4567
- **Email Address:** sarah.brown@abcsolutions.com

### **Scope of Authorization:**

**Sarah M. Brown** is authorized to:

- Access and manage company accounts, including viewing balances and transactions
- Perform deposits, withdrawals, and fund transfers between accounts
- Sign financial documents and agreements on behalf of **ABC Solutions, Inc.**
- Liaise with bank representatives regarding the company's financial matters

### **Account Details:**

- **Bank Name:** First National Bank
- **Branch Name:** Downtown Business Services Branch
- **Account Number:** 654321789
- **Account Type:** Business Checking

### **Duration of Authorization:**

This authorization is effective from **October 16, 2024**, and will remain valid until **January 31, 2025**, unless revoked earlier in writing by **ABC Solutions, Inc.**.

### **Terms and Conditions:**

The authorization granted to **Sarah M. Brown** is limited to the scope of financial activities necessary for company operations at **First National Bank**. ABC Solutions, Inc.

reserves the right to revoke this authorization at any time by providing written notice to both **Sarah M. Brown** and **First National Bank**.

For any questions or verification, please contact me directly at **(555) 987-6543** or **david.turner@abcsolutions.com**.

**Authorized Signature:** \_\_\_\_\_

**Printed Name:** David L. Turner

**Position:** Chief Financial Officer (CFO)

**Date Signed:** October 16, 2024

**Company Seal (if applicable):** \_\_\_\_\_

**Notary Public Signature (if required):** \_\_\_\_\_

**Notary Seal:** \_\_\_\_\_

**Date:** October 16, 2024

Thank you for your attention to this authorization.

**Sincerely,**

**David L. Turner**

**Chief Financial Officer (CFO)**

**ABC Solutions, Inc.**