

Letter of Authorization to Represent

[Your Full Name]

[Your Address]

[City, State, Zip]

[Date]

[Recipient's Full Name]

[Recipient's Address]

[City, State, Zip]

Subject: Authorization to Represent

Dear [Recipient's Full Name],

I, [Your Full Name], residing at [Your Address], hereby authorize [Representative's Full Name] to act as my representative in all matters concerning [specific matter, e.g., property management, financial decisions, etc.].

This authorization permits [Representative's Full Name] to:

- Make decisions and take actions regarding [specific area, e.g., financial transactions, legal matters].
- Sign documents, contracts, or agreements on my behalf.
- Represent me in discussions, negotiations, and meetings.

This letter is effective from [Start Date] and shall remain valid until [End Date], unless earlier revoked in writing.

I confirm that any actions taken by [Representative's Full Name] within the scope of this authorization shall be legally binding on me.

Thank you for acknowledging this letter of authorization and for extending your cooperation to [Representative's Full Name].

Sincerely,

[Your Signature]

[Your Full Name]