

# Property Agent Authorization Letter

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Mark Wilson

12 Oak Lane

Houston, TX 77002

December 20, 2024

ABC Realty Agency

789 Commerce Street

Houston, TX 77005

**Subject:** Authorization to Act as Property Agent

Dear Sir/Madam,

I, Mark Wilson, hereby authorize Sarah Adams to act as my authorized property agent to manage all matters related to the sale, lease, or management of my property located at 345 Maple Drive, Houston, TX 77003.

Details of the authorized agent are as follows:

- Name: Sarah Adams
- Address: 456 Estate Avenue, Houston, TX 77006
- Contact Number: (713) 456-7890
- ID Proof: Driver's License #T567890123

Sarah Adams is authorized to represent me in property transactions, sign agreements, collect payments, and handle any necessary documentation related to the specified property. This authorization is valid from December 20, 2024, to December 31, 2025, unless revoked earlier in writing.

I confirm that I take full responsibility for all actions undertaken by the authorized agent within the scope of this authorization.

For further clarification, please contact me at (713) 789-6543 or [mark.wilson@example.com](mailto:mark.wilson@example.com).

Thank you for your cooperation.

Sincerely,

Mark Wilson

(Signature)

**Enclosures:**

1. Copy of Mark Wilson's ID Proof
2. Copy of Sarah Adams's ID Proof
3. Relevant supporting documents (if applicable)