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| **Authorization Letter** | [Email] |
| Authorization from Property Owner | [Address] |
|  | [Phone] |

TO [Receiver Name] [Receiver Title]

**Subject:** Letter of Authorization for Property Management Representation

Dear Sir/Madam,

I, John Smith, am the lawful property owner of the residential property located at 789 Oak Street, Brooklyn, NY 112233. I hereby grant authorization to Sarah Johnson as my designated representative (Agent) for the purpose of acting on my behalf in all matters related to the property.

**The authorization granted to Sarah Johnson includes but is not limited to the following:**

* Representation: Sarah Johnson is authorized to represent me in all legal, financial, and administrative matters concerning the property at 789 Oak Street, including negotiations, agreements, contracts, and any other related transactions.
* Access: Sarah Johnson is permitted to access the property on my behalf, whether physically or virtually, to carry out necessary inspections, repairs, maintenance, or any other property-related tasks.
* Decision-Making: Sarah Johnson is authorized to make decisions on my behalf pertaining to the property, including but not limited to leasing, renting, selling, or making modifications, subject to my general instructions.
* Documentation: Sarah Johnson is authorized to sign, execute, and deliver any documents or paperwork necessary to fulfill her responsibilities as my agent, provided that these actions are consistent with the terms of this authorization.

This Letter of Authorization shall be in effect from August 15, 20XX, to August 15, 20XX, unless otherwise terminated by me in writing. Sarah Johnson will provide a copy of this letter to you as proof of her authorization.

Please be advised that any actions or decisions made by Sarah Johnson within the scope of this authorization are legally binding on me. I trust that Sarah Johnson will act responsibly and in my best interest during the course of her representation.

Should you have any questions or require further verification of this authorization, please do not hesitate to contact me at (123) 456-7890 or john.smith@email.com.

Thank you for your attention to this matter.

Sincerely,

John Smith