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| **Authority Letter** | [Email] |
| Personal Representative | [Address] |
|  | [Phone] |

TO [Receiver Name] [Receiver Title]

**Subject**: Notarized Letter of Authorization for Personal Representative

Dear [Recipient's Name],

I, [Your Full Legal Name], hereby authorize [Recipient's Name] to act as my personal representative in handling the following matters on my behalf:

* Financial matters, including managing my bank accounts, paying bills, and handling financial transactions.
* Legal affairs, including signing contracts and legal documents related to [Specify Matters, e.g., real estate, business].
* Medical decisions, including providing consent for medical treatment and making healthcare decisions on my behalf.

[Recipient's Name] is granted full authority to make decisions and take necessary actions in these matters during the period from [Start Date] to [End Date, if applicable].

By notarizing this letter, I affirm that I have willingly granted this authorization and trust [Recipient's Name] to act in my best interest as my personal representative.

Sincerely,

[Your Full Legal Name]

[Notarization Statement]