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| **Authority Letter** | [Email] |
| Release Information | [Address] |
|  | [Phone] |

Dear [Client Services Manager's Name],

I, [Your Name], hereby authorize [Company/Organization Name] to disclose specific information about my account/client relationship to [Third Party's Name], for the purpose of [state the purpose, e.g., due diligence, client feedback, etc.]. The information to be released may include but is not limited to transaction history, service records, and any other relevant client-related details.

This authorization shall remain valid for [duration] from the date of this letter, unless otherwise specified or revoked in writing.

I trust that the shared information will be handled with the utmost confidentiality and used solely for the designated purpose. If you need any further information or have any concerns, please contact me at [Your Email Address] or [Your Phone Number].

Thank you for your assistance.

Sincerely,

[Your Full Name]

[Your Signature]