## Letter of Authorization to Act on Behalf

Karen Agency Oakwood Street 234. Park Mounts Cambridge, IL 23233 454-88-000

1 February 20XX

Ana Jonas

454, Bank of America

**Robertson Street** 

Cambridge, 344439

Letter of Authorization to Act on Behalf of Karen Thompson

Dear Ms. Ana Jonas, I Karen Thompson, hereby authorize Carlos Franklin, my partner to act on my behalf to handle the affairs of my business while I am away. The scope of this letter of authorization to act on my behalf includes handling my bank account no. 768476488994 for business dealings with no restrictions.

This authorization to act on my behalf will begin on 10 February 20XX, and end on 25 February 20XX, during this duration I shall be away in Singapore on business trip.

Sincerely,

Karen Thompson

**Notary Public** 

Title and Rank

Date of Commission Expiry