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| |  | | --- | | **Authority Letter**  To Sell Property |  |  | | --- | | To  [Receiver Name]  [Receiver Title]  [Addess]  [Email] | |  | | From  [Sender Name]  [Sender Title]  [Addess]  [Email] | | |  | | --- | |  | |  |   Dear Mr. John Smith,  **RE:** AUTHORIZATION TO SELL PROPERTY  I, Sarah Johnson, am the legal owner of the property located at 123 Main Street, Riverside, CA 92501, and I hereby grant authority to Mark Anderson, my trusted representative, to act on my behalf in the sale of the aforementioned property.  This authorization is granted with the full understanding that Mark Anderson will act solely as my agent for the purpose of the property sale, and I authorize him to perform the following tasks on my behalf:   * Advertise, market, and promote the property to potential buyers. * Negotiate terms and conditions of the sale, including the sale price. * Execute all necessary documents and agreements related to the property sale.   Represent me during the entire process of the property sale, including any discussions, meetings, or transactions with interested parties or relevant authorities. I acknowledge that I am fully responsible for any agreements or contracts entered into by Mark Anderson while acting as my agent. Furthermore, I affirm that I shall indemnify and hold Mr. John Smith harmless from any legal claims or disputes arising from the sale of the property.  This authorization is valid from the date of this letter and remains in effect until August 31, 2023, unless revoked in writing before the specified end date.  I kindly request that Mr. John Smith recognize Mark Anderson as my authorized representative in all matters concerning the sale of the property. Please provide him with any assistance or information he may require to facilitate the sale process.  If you require any additional documentation or have any questions regarding this authorization, please do not hesitate to contact me using the contact details provided at the beginning of this letter.  Thank you for your cooperation in this matter.  Sincerely,  Sarah Johnson |