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| |  | | --- | |  | | **Authority Letter**  Access to Funds | |  | | To  [Receiver Name]  [Receiver Title]  [Addess]  [Email] | |  | | From  [Sender Name]  [Sender Title]  [Addess]  [Email] | | |  | | --- | |  | |  | |  |   **Subject:** Authorization Letter for Access to Funds in the "Sunset Scholars" Account  To Whom It May Concern,  I, Jane Doe, am writing this letter to formally authorize my child, Emily Doe, to access funds from my account, 987654321, for the purpose of covering her educational expenses. I am the primary account holder of the account at Sunset Bank.  This authorization is granted with the understanding that my child will use these funds solely for educational-related expenses, such as tuition fees, books, supplies, and other educational necessities during the course of her studies at Sunnyville University. I hereby declare that I am fully aware of and responsible for any transactions or actions carried out by my child in connection with the authorized access to funds.  I kindly request the bank to facilitate the necessary arrangements to grant my child, Emily Doe, access to the account as outlined above. Please provide her with any required information, instructions, or assistance she may need to manage the educational expenses effectively.  Furthermore, I authorize the bank to provide my child with information regarding the account balance, transaction history, and any other relevant account details as necessary to support her educational needs.  This authorization is effective from August 15, 20XX, until May 30, 20XX, after which it will automatically expire. In case of any changes or updates to this authorization, I will promptly notify the bank in writing.  I appreciate your cooperation and assistance in this matter. Please feel free to contact me at (555) 123-4567 or jane.doe@email.com if you require any further clarification or documentation.  Thank you for your attention to this important matter.  Sincerely,  Jane Doe  **Enclosure:** Copy of Emily Doe's student ID and admission letter to Sunnyville University |