|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  | | --- | | **Authority Letter**  To Sell Property |  |  | | --- | | To  [Receiver Name]  [Receiver Title]  [Addess]  [Email] | |  | | From  [Sender Name]  [Sender Title]  [Addess]  [Email] | | |  | | --- | |  | |  | | **Subject:** Authorization Letter to Sell Property  Dear [Recipient's Name],  I, [Your Name], the lawful owner of the property located at [Property Address], hereby grant full authorization to [Agent's Name], my trusted representative, to act on my behalf in all matters related to the sale of the aforementioned property. This authorization is effective immediately and valid until the completion of the property sale process.  **I hereby authorize [Agent's Name] to undertake the following actions on my behalf:**   * List the property for sale with real estate agencies or platforms. * Negotiate and finalize the terms and conditions of the sale, including the selling price. * Sign all necessary documents, contracts, and agreements related to the sale of the property. * Communicate with potential buyers, real estate agents, lawyers, and any other relevant parties involved in the selling process. * Receive and handle any funds or payments related to the sale, including deposits, down payments, and full payment upon completion.   I trust [Agent's Name]'s judgment and decision-making abilities in handling the sale of my property diligently and responsibly. I acknowledge that any actions taken by [Agent's Name]within the scope of this authorization letter will have the same legal effect as if they were taken by me personally.  I will provide all necessary documents and information to [Agent's Name] to facilitate the selling process. Moreover, I will inform [Agent's Name] of any existing agreements or special conditions that should be considered during the sale.  This authorization letter is provided for the sole purpose of selling the property and is not transferable to any other matter or subject.  I kindly request [Recipient's Name] to recognize and acknowledge this authorization letter and to cooperate fully with [Agent's Name] in all matters related to the property sale. Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you require any further information or clarification.  Thank you for your understanding and cooperation.  Sincerely,  [Your Name]  [Your Signature - If a physical copy is being provided] | |