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| **Authority Letter** | [Email] |
| Power of Attorney Authorization | [Address] |
|  | [Phone] |

TO [Receiver Name] [Receiver Title]

**Subject:** Power of Attorney Authorization Letter

Dear [Recipient's Name],

I, [Your Name], residing at [Your Address], hereby grant power of attorney to act on my behalf to the person mentioned below, who will be referred to as my "Agent":

* Agent's Full Name: [Agent's Full Name]
* Agent's Address: [Agent's Address]
* City, State, Zip Code: [City, State, Zip Code]
* Relationship to Me: [Agent's relationship to the principal]

This authorization is granted for the purpose of allowing my Agent to undertake all necessary and lawful actions and decisions on my behalf. The powers include, but are not limited to:

* Managing and conducting any legal and financial transactions.
* Handling real estate and property matters, such as buying, selling, or leasing properties on my behalf.
* Representing me in all legal proceedings and signing necessary documents.

This power of attorney shall be valid from the date of execution and will remain in effect until [end date, if applicable], unless revoked by me in writing. I trust my Agent to act responsibly and in my best interests while exercising the powers granted in this authorization. Furthermore, I request all third parties, financial institutions, medical facilities, and any other relevant entities to recognize and honor this Power of Attorney.

**In witness of our intention to grant and accept this Power of Attorney Authorization, we have affixed our signatures below:**

|  |  |  |
| --- | --- | --- |
| [Name] |  | [Name] |
| **[Your Name]** |  | **Agent's Full Name** |
| [Signature] |  | [Signature] |
| **Your Signature** |  | **Agent's Signature** |
| [Date] |  | [Date] |
| **Date** |  | **Date** |

Please consider this letter as a legal document, and kindly keep a copy of this authorization on file. Should you require any further verification or information, please feel free to contact me at [Your Phone Number] or via email at [Your Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Contact Information]