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| |  | | --- | | **Authorization Letter**  Revocation of Authority |  |  | | --- | | To  [Receiver Name]  [Receiver Title]  [Addess]  [Email] | |  | | From  [Sender Name]  [Sender Title]  [Addess]  [Email] | | |  | | --- | |  | |  | | **Subject:** Revocation of Authorization Letter    Dear [Recipient's Name],    We are writing to inform you that we have decided to revoke the authorization previously granted to [Agent's Name] due to changes in our business requirements. This revocation will be effective from [Effective Date] .  We appreciate your understanding and cooperation during this transition and kindly request you to direct all future communication to our new authorized representative.    Thank you for your attention to this matter.    Sincerely,  [Your Name]  [Your Title/Position]  [Your organization] | |