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| |  | | --- | |  | | **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 Mr. Anderson,  I, John Smith, am the legal owner of the property located at 456 Oak Avenue, Beverly Hills, California, and I hereby grant authorization to Emily Johnson as my authorized representative to act on my behalf for the purpose of selling the said property.  This authorization is valid from August 15, 20XX, to November 30, 20XX, during which Emily Johnson will have the full authority to engage in any necessary activities related to the sale of the property. These activities include but are not limited to:   * Marketing and advertising the property for sale * Negotiating with potential buyers and presenting offers * Facilitating property viewings and inspections * Preparing and signing necessary documents, contracts, and agreements * Closing the sale and completing any related formalities   I affirm that any actions or decisions made by Emily Johnson in connection with the sale of the property will be legally binding on my behalf. Furthermore, I agree to be bound by the terms and conditions of any agreements or contracts entered into by Emily Johnson during the period of this authorization.  I trust Emily Johnson's abilities and believe that she will act in my best interests throughout the selling process. In case any issues arise during the course of this authorization, Emily Johnson will keep me informed and seek my input on significant decisions.  Enclosed with this letter, please find a copy of my identification and relevant property documents, which serve as proof of my ownership and authority to grant this authorization.  I kindly request you to cooperate with Emily Johnson and provide her with any assistance or information she may require in the execution of her duties.  Should you have any questions or concerns regarding this authorization, please do not hesitate to contact me at (555) 555-5555 or youremail@example.com.  Thank you for your cooperation and understanding.  Sincerely,  John Smith | |  | |