Allowing family member access

Subject: Authorization to Collect Bank Statement

Dear [Bank Managerâ€™s Name],

I, [Your Full Name], authorize my [Relationship, e.g., brother/father/mother], [Authorized Personâ€™s Full Name], to collect my bank statement for account number [Account Number]. The statement required is for the period [Specify Dates].

Please extend your assistance to them as they act on my behalf. They will present a valid government-issued ID for verification.

Thank you for your cooperation.

Warm regards,

[Your Full Name]

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