

Formal Authorization Letter for Bank Transactions

Subject: Authorization for Bank Transactions

Dear [Bank Name] Manager,

I hereby authorize [Authorized Person's Name] to perform the following transactions on my behalf in my account [Account Number]:

- Deposit and withdraw funds
- Sign necessary documents related to the account
- Collect bank statements and other official correspondence

This authorization is valid from [Start Date] to [End Date]. Kindly provide the necessary assistance to [Authorized Person's Name] during this period.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Signature]

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