

Official Authorization Letter for Salary Release to Guardian

Subject: Authorization for Salary Release

Dear [HR Department],

I, [Your Name], authorize my legal guardian, [Guardian's Name], to collect my salary for [Month/Year] due to my current unavailability. Kindly provide all necessary support in this matter.

Your assistance and cooperation are greatly appreciated.

Sincerely,

[Your Name]

[Employee ID/Designation]

Get more templates here:

<https://www.lettersandtemplates.com/letters/authorization-letter-for-salary>