

Authorization Letter For School

To Whom It May Concern,

I, [Your Name], hereby authorize [Name of Authorized Person] to act as my representative for [Reason for Authorization] in [School Name] for the duration of [Start Date] to [End Date].

As my representative, [Name of Authorized Person] is authorized to [List of Authorized Actions].

They are also authorized to receive and sign any necessary documents on my behalf.

I understand that [Name of Authorized Person] will be acting on my behalf and I will be responsible for any actions that they take in relation to this authorization.

Thank you for your attention to this matter.

Sincerely,

[Your Name]