

# Authorization Letter For Transaction

Here's a sample authorization letter for a transaction:

Dear [Recipient],

I, [Your Name], hereby authorize [Authorized Person's Name] to carry out a transaction on my behalf. The details of the transaction are as follows:

- Transaction Type: [Insert Type of Transaction]
- Amount: [Insert Amount]
- Date: [Insert Date]

Please find enclosed the necessary documents to complete the transaction. [Authorized Person's Name] is authorized to sign any documents and agreements related to this transaction on my behalf.

I trust that [Authorized Person's Name] will carry out the transaction in my best interest.

Thank you for your assistance.

Sincerely,

[Your Name]

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