

Sample Authorization Letter To Sign Documents On My Behalf

Authorization Letter for Signing of Documents

I, [your name] , hereby authorize [Mr. John Smith] to sign all documents related to [my bank account xxxx, my contract with you, my property located at,etc...] on my behalf excluding [excluded documents, specific documents or actions that you don't want to authorize] starting from [start date] till [end date or empty] .

The authorized person's identity proof details and signature are provided below for your reference and verification purposes.

Authorized Person: [Mr. John Smith]

Identity Document: [Passport]

Identity Document Number: [123456789]

Authorized Person's Signature:

Authorized Actions:

Unauthorized Actions:

Start Date: [start date]

End Date: [end date]

Sincerely,

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