

Professional Contract Authorization

Subject: Authorization to Sign Business Contract

Dear [Contracting Party],

This message serves as official authorization for [Authorized Person's Name], [Title/Position], to sign the business contract dated [Contract Date] on behalf of [Company Name].

The authorized representative has full authority to:

- Review and approve contract terms
- Make necessary amendments within pre-approved parameters
- Execute the final agreement
- Handle post-signing formalities

Contract Details:

Contract Type: [Type of Contract]

Value: [Contract Value]

Duration: [Contract Duration]

Reference Number: [Contract Reference]

This authorization is granted under our company's standard delegation of authority and remains valid for this specific transaction only.

Best regards,

[Your Name]

[Your Title]

[Company Name]

[Official Signature]

[Date]

[Company Seal if applicable]

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