

Formal authorization for legal purposes

Subject: Authorization to Handle Legal Documents

Dear [Recipient's Name],

I, [Your Name], authorize [Authorized Person's Name] to handle, submit, and receive all legal documents pertaining to [Specify Matter].

This authorization is valid until the completion of the related legal process.

Kindly assist them in all official capacities.

Sincerely,

[Your Name]

Get more templates here:

<https://www.lettersandtemplates.com/letters/sample-authorization-letter-to-process-documents>