

Rental Property Management Credit Card Authorization

Subject: Property Management Credit Card Authorization - [Property Address]

Dear [Property Management Company],

As the owner of the property located at [Full Property Address], I authorize your company to use my credit card for necessary expenses related to property management and maintenance.

This authorization covers recurring and emergency expenses including:

- Routine maintenance and repairs up to \$500 per incident
- Emergency repairs requiring immediate attention up to \$1,000
- Landscaping and grounds maintenance
- Utility payments and property insurance premiums
- Vendor payments for approved services

Monthly spending limit: \$2,500

Emergency repair limit: \$1,000 (with immediate notification required)

Please provide detailed monthly statements showing all charges with corresponding work orders or receipts. For any single expense exceeding \$500, please contact me for approval unless it constitutes an emergency repair.

This authorization remains effective until written notice of termination is provided with 30 days advance notice.

Sincerely,

[Property Owner Name]

[Date]

[Contact Information]

Get more templates here:

<https://www.lettersandtemplates.com/letters/sample-authorization-letter-to-use-credit-card>