

Simple Authorization Letter

[Recipient Name] [Recipient Address]

Authorization Letter

I, [your name], hereby authorize [Mr. John Smith] to [authorization actions, example: sell my car, sell my house, withdraw money from my bank account number xxxxxx, etc.â€™.] excluding [excluded actions, specific things that you donâ€™t want to authorize] starting from [start date] till [end date or empty].

[Mr. John] may sign all necessary documents and perform related actions within the scope described in this letter.

The authorized personâ€™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 Personâ€™s Signature:

Authorized Transactions: [withdrawals, deposits, loan settlements, etc.â€™.]

Unauthorized Transactions: [fixed deposits, etc.â€™.]

Start Date: [start date]

End Date: [end date]

Sincerely,

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