

Credit Card Authorization Letter

Date: [Insert Date]

To Whom It May Concern,

I, [Your Name], hereby authorize [Travel Agency/Individual's Name] to use my credit card for travel expenses related to my upcoming trip from [Start Date] to [End Date].

Credit Card Details:

- Cardholder Name: [Your Name]
- Card Number: [Last Four Digits]
- Expiration Date: [MM/YY]
- CVV: [CVV]

I understand that this authorization is for the following expenses:

- Flight
- Accommodation
- Car Rental
- Meals
- Other Related Costs

Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you have any questions.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Address]