

# Business Transaction Authorization Disclaimer

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Company Name]

Subject: Business Transaction Authorization Disclaimer

Dear [Recipient's Name],

This letter serves as a formal disclaimer regarding the authorization of business transactions conducted by [Your Company Name]. Please be advised of the following:

1. All transactions authorized by [Your Company Name] are subject to verification and approval by designated personnel.
2. Any unauthorized transactions or alterations to agreed terms may result in legal action.
3. [Your Company Name] is not liable for any losses incurred from unauthorized transactions.
4. This disclaimer is in effect as of [Insert Effective Date] and may be updated as necessary.

If you have any questions or require further clarification on this matter, please do not hesitate to contact us at [Your Contact Information].

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]