

Corporate Representation Authority Assignment

Date: [Insert Date]

To Whom It May Concern,

This letter serves as formal notification of the assignment of corporate representation authority for [Company Name].

We hereby assign [Name of the Authorized Representative], holding the position of [Position Title], as our authorized representative to act on behalf of [Company Name] in all corporate matters related to [specific purposes or tasks].

[Name of the Authorized Representative] is granted the authority to:

- Sign documents
- Represent [Company Name] in meetings
- Make decisions regarding [specific matters]

This authority will remain in effect until revoked in writing by [Company Name].

Should you have any inquiries, please feel free to contact us at [Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Position]
[Company Name]
[Contact Information]