

Letter of Authorization

Date: [Insert Date]

To Whom It May Concern,

I, [Your Name], the undersigned, am writing to formally authorize [Authorized Person's Name], a board member of [Company Name], to represent me and vote on my behalf at the upcoming board meeting scheduled for [Date of Meeting] at [Location of Meeting].

This authorization acknowledges that [Authorized Person's Name] will have full authority to act in my stead, including the right to make decisions on all matters discussed during the meeting.

This letter will remain in effect until the conclusion of the meeting or until revoked in writing.

Thank you for your attention to this matter.

Sincerely,

[Your Signature]

[Your Name]

[Your Position]

[Company Name]

[Contact Information]