

# Postal Mail Collection Authorization

Date: [Insert Date]

To Whom It May Concern,

I, [Your Full Name], residing at [Your Address], hereby authorize my neighbor, [Neighbor's Full Name], residing at [Neighbor's Address], to collect my postal mail on my behalf during my absence from [Start Date] to [End Date].

This authorization is valid only for the specified period and covers all mail addressed to me at my residence.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]