

Delegate Authorization for Speaking Engagements

Date: [Insert Date]

To Whom It May Concern,

I, [Your Name], the [Your Position] of [Your Organization], do hereby authorize [Delegate's Name], holding the position of [Delegate's Position], to represent our organization and speak on our behalf at the [Event Name] scheduled for [Event Date] at [Event Location].

[Delegate's Name] is well-versed in our mission and will effectively communicate our perspectives and goals during this engagement. We believe that their contribution will be invaluable.

If you have any questions or require further verification, please feel free to contact me directly at [Your Phone Number] or [Your Email Address].

Thank you for your understanding and support.

Sincerely,

[Your Signature]

[Your Name]

[Your Position]

[Your Organization]

[Your Organization's Address]