

Design Amendment Authorization Letter

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to inform you of the proposed amendments to the design originally submitted on [Original Submission Date]. After careful consideration and discussions, we have identified the following changes required:

- [Description of Amendment 1]
- [Description of Amendment 2]
- [Description of Amendment 3]

Please review the amendments listed above. If you agree with the proposed changes, kindly sign and return the enclosed authorization form by [Return Deadline]. Your prompt attention to this matter will allow us to proceed without delay.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]