

Authorization Letter for Tax Refund Process

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I, [Your Name], am writing to authorize the tax refund process for the estate of my deceased [relation, e.g., father, mother, etc.], [Deceased's Name], who passed away on [Date of Death].

As the executor of the estate, I have the right to manage tax matters on behalf of the deceased. I hereby grant permission to [Tax Office/Agency Name] to process tax refunds due to the estate of [Deceased's Name].

Attached are the necessary documents, including a copy of the death certificate and proof of my relationship to the deceased.

Thank you for your attention to this matter. Please feel free to contact me at the provided phone number or email address should you require any additional information.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]