

Authorization Letter for Temporary Access Credentials

Date: [Insert Date]

To Whom It May Concern,

I, [Your Name], the undersigned, hereby authorize [Recipient's Name] to have temporary access to the following credentials:

- Access Level: [Specify Access Level]
- Username: [Insert Username]
- Password: [Insert Password]

This authorization is valid from [Start Date] to [End Date].

Should you have any questions or require further confirmation, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Position]

[Your Company/Organization]