

# Agent Negotiation Authorization Letter

Date: [Insert Date]

To Whom It May Concern,

This letter serves to formally authorize [Agent's Full Name], acting as our representative, to negotiate on behalf of [Your Organization/Union Name] in matters related to union negotiations.

[Agent's Full Name] is granted the authority to discuss and make binding decisions regarding the terms and conditions of employment for the represented employees during the negotiation process. This authorization is valid until [Insert End Date or "revoked in writing"].

We trust that [Agent's Full Name] will act in the best interests of our members and represent our organization with integrity and professionalism.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Organization/Union Name]

[Contact Information]