

Authorization Letter for Financial Request Endorsement

Date: [Insert Date]

To Whom It May Concern,

I, [Your Name], residing at [Your Address], hereby authorize [Authorized Person's Name] to act on my behalf regarding the financial request endorsement related to [specific details, e.g., "the funding application for XYZ project"].

[Authorized Person's Name] has my consent to sign any necessary documents and manage all correspondence necessary for this process.

Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information.

Thank you for your attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Position, if applicable]