

Agent Representation Appointment Validation

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to validate your appointment as our agent for representation. This letter confirms that you have been officially appointed to represent [Your Company/Organization Name] in the capacity of [specific role or purpose].

Your responsibilities will include:

- [Responsibility 1]
- [Responsibility 2]
- [Responsibility 3]

This appointment is effective from [Start Date] and will continue until [End Date or until terminated in writing by either party].

We look forward to a successful collaboration.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization Name]

[Your Contact Information]