

Authorization Letter for Collateral Change

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Subject: Authorization for Collateral Change on Loan

Dear [Lender's Name],

I, [Your Name], hereby authorize and request a change in collateral for my loan account number [Loan Account Number] with [Lender's Institution].

The current collateral is [Current Collateral Description]. I request to replace it with [New Collateral Description].

Please find attached the necessary documentation supporting this change.

I appreciate your prompt attention to this matter. If you require any further information or documents, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]