

# Authorization Letter for Third-Party Collection Service

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I, [Your Name], hereby authorize [Third-Party Company Name] to act on my behalf in the collection of the debt owed to me by [Debtor's Name], in the amount of [Amount Owed]. This authorization includes the power to negotiate and settle on my behalf regarding said debt.

This authorization shall remain in effect until revoked by me in writing.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

Signature: \_\_\_\_\_