

Authorization Letter for Credit Card Transactions

Date: [Insert Date]

To:

[Bank Name]

[Branch Address]

[City, State, ZIP Code]

Subject: Authorization for Credit Card Transactions

Dear [Bank Manager's Name],

I, [Your Full Name], residing at [Your Address], holding the credit card number [XXXX-XXXX-XXXX-XXXX], hereby authorize [Authorized Person's Full Name], holding a valid ID [ID Number and Type], to conduct transactions on my behalf using my credit card.

This authorization includes the ability to make purchases, withdrawals, and any other transactions necessary. This authorization is effective from [Start Date] to [End Date].

Please feel free to contact me at [Your Phone Number] or [Your Email Address] if you have any questions or require further verification.

Thank you for your assistance.

Sincerely,

[Your Signature if sending a hard copy]

[Your Printed Name]