

Contract Signatory Authorization Letter

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Company's Name]

[Company's Address]

Dear [Recipient's Name],

I, [Your Name], the [Your Position] of [Your Company's Name], hereby authorize [Authorized Signatory's Name] to sign contracts and agreements on behalf of [Your Company's Name] pertaining to our business partnership.

This authorization is effective as of [Effective Date] and will remain in effect until further notice.

Should you have any questions or require further information, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you.

Sincerely,

[Your Signature]

[Your Name]

[Your Position]

[Your Company's Name]

[Your Company's Address]