

# Contract Signatory Authorization Letter

Date: [Insert Date]

To Whom It May Concern,

This letter serves as authorization for [**Authorized Signatory's Name**], holding the position of [**Position**] at [**Company Name**], to sign lease agreements on behalf of [**Company Name**].

The authorized signatory is empowered to negotiate, enter into, and execute any lease agreements necessary for [**Company Name**], effective as of [**Effective Date**].

Please direct all correspondence regarding this authorization to the undersigned.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[Phone Number]

[Email Address]