

# Signature Authority Designation for Charitable Donations

Date: [Insert Date]

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

To Whom It May Concern,

This letter serves to formally designate signature authority for charitable donations on behalf of [Your Organization's Name]. Effective immediately, the following individual(s) are authorized to sign and approve charitable donations:

- [Name of Authorized Person 1] - [Position/Title]
- [Name of Authorized Person 2] - [Position/Title]
- [Name of Authorized Person 3] - [Position/Title]

These individuals have the authority to act on behalf of [Your Organization's Name] concerning all charitable donations, including but not limited to signing checks, contracts, and any necessary documentation required for the execution of donations.

If you have any questions regarding this designation, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Position/Title]

[Your Organization's Name]