

Library Account Authorization

Date: _____

To Whom It May Concern,

I, [Your Name], the [Your Position] of [Organization Name], hereby authorize the following individual to access my library account on behalf of our community service project:

Name of Volunteer: [Volunteer Name]

Contact Number: [Volunteer Contact Number]

This authorization grants [Volunteer Name] the ability to check out books, access resources, and manage any necessary transactions related to our community service activities.

Please feel free to contact me at [Your Phone Number] or [Your Email Address] for any further verification or information.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Organization Address]