

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Property Management Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Authorization Letter for Property Management

Dear [Property Manager's Name],

I, [Your Full Name], the owner of the property located at [Property Address], hereby authorize [Authorized Person's Name] to act on my behalf in all matters related to the management and administration of my property, including but not limited to:

1. Collecting rent payments
2. Handling maintenance requests
3. Communicating with tenants
4. Signing necessary documents

This authorization is valid from [Start Date] to [End Date/indefinitely until revoked].

Please provide [Authorized Person's Name] with the necessary assistance and access to carry out these responsibilities.

Thank you for your attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Property Owner's Title, if applicable]