

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Department/Office Name]
[Address]
[City, State, Zip Code]

Subject: Authorization Letter for Vehicle Registration

Dear [Recipient Name],

I, [Your Full Name], hereby authorize [Authorized Person's Full Name] to act on my behalf in regards to the registration of my vehicle, details of which are as follows:

- Vehicle Make: [Make]
- Vehicle Model: [Model]
- Year: [Year]
- VIN (Vehicle Identification Number): [VIN]
- License Plate Number (if applicable): [License Plate Number]

[Authorized Person's Full Name] will be responsible for completing all necessary paperwork and providing any required information to facilitate the registration process.

Please let me know if you need any further information or documentation.
Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Relationship to Authorized Person, if applicable]