

[Your Name]
[Your Position]
[Your Company Name]
[Company Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient Title]
[Recipient Company/Organization Name]
[Recipient Address]
[City, State, ZIP Code]

Dear [Recipient Name],

Subject: Authorization Letter for BMC Infrastructure

I am writing to formally authorize [Name of Individual/Team or Company] to act on behalf of [Your Company Name] in matters concerning the BMC infrastructure.

As an architect involved in the design and implementation of our systems, I understand the critical importance of ensuring that our BMC authorization is handled meticulously. The individual/team named above possesses the necessary knowledge and expertise to carry out tasks related to BMC software and its components.

This authorization includes, but is not limited to:

- Accessing necessary resources in the BMC environment
- Implementing updates and configurations
- Coordinating with BMC support for any technical issues
- Conducting audits and assessments of the current infrastructure

I entrust [Name of Individual/Team or Company] with the authority to make decisions and execute actions required to maintain and enhance our BMC systems effectively. This authorization is valid until [Start Date] and will remain in effect until [End Date or conditions for termination].

Should you have any questions regarding this authorization, please feel free to reach out to me directly at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Position]
[Your Company Name]