

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company]

[Recipient's Address]

[City, State, Zip Code]

Subject: Letter of Authorization for FQDN Registration

Dear [Recipient's Name],

I, [Your Full Name], the [Your Position] of [Your Company Name], hereby authorize [Authorized Person's Name], [Authorized Person's Position] at [Authorized Person's Company], to act on our behalf in matters pertaining to the registration and management of the Fully Qualified Domain Name (FQDN): [Your Domain Name].

This authorization includes but is not limited to:

- Registering the FQDN
- Updating DNS records
- Handling renewals and transfers

This letter serves as a formal authorization and is valid until [Expiration Date] unless revoked in writing prior to this date.

If you have any questions or require further verification, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your assistance with this matter.

Sincerely,

[Your Signature]

[Your Full Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]