

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

Customer Support

Globe Telecom

[Globe Telecom Address]

[City, State, ZIP Code]

Subject: Authorization Letter

To Whom It May Concern,

I, [Your Name], with [insert your account number or mobile number], hereby authorize [Authorized Person's Name] to act on my behalf regarding all matters related to my account with Globe Telecom. This includes, but is not limited to, inquiries, account changes, and troubleshooting assistance.

[Authorized Person's Name] can be reached at [Authorized Person's Phone Number] and [Authorized Person's Email Address].

This authorization is valid from [Start Date] to [End Date].

Thank you for your assistance in this matter.

Sincerely,

[Your Signature]

[Your Printed Name]