

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

[Recipient's Name/Organization]
[Recipient's Address]
[City, State, Zip Code]

Subject: Authorization Letter for Pag-IBIG Loan

Dear [Recipient's Name or "To Whom It May Concern"],
I, [Your Full Name], with Pag-IBIG membership ID number [Your Membership ID], hereby authorize [Authorized Person's Name] to act on my behalf in all matters relating to my Pag-IBIG loan application, including but not limited to submitting documents, signing forms, and receiving information regarding the status of my loan application.

This authorization is valid until [Expiration Date of Authorization], unless revoked by me in writing.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Identification Number] (if applicable)