

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Company]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Subject: GEM OEM Authorization

We, [Your Company Name], hereby authorize [Recipient Company Name] to act as our Original Equipment Manufacturer (OEM) for the purposes of [specific products/services] in the [specify region or market]. This authorization is valid from [start date] to [end date], unless revoked in writing by either party.

As our authorized OEM, [Recipient Company Name] is permitted to [specific rights, capabilities, or obligations related to the authorization].

Please acknowledge your acceptance of this authorization by signing below and returning a copy of this letter to us.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]

Acknowledged and Accepted:

[Recipient Name]

[Recipient Title]

[Recipient Company Name]

[Date]