

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

[Recipient's Name]
[Recipient's Position]
[PSA Office Name]
[PSA Office Address]
[City, State, Zip Code]

Subject: Authorization Letter for PSA Application

Dear [Recipient's Name],

I, [Your Full Name], with identification number [Your ID Number], hereby authorize [Authorized Person's Full Name], with identification number [Authorized Person's ID Number], to act on my behalf in processing my application with the Philippine Statistics Authority (PSA) for [specify the purpose, e.g., birth certificate, marriage certificate, etc.].

This authorization includes but is not limited to the submission of required documents, signing necessary forms, and collecting the processed application results.

Attached to this letter are photocopies of my valid ID and the ID of the authorized representative for verification purposes.

Thank you for your attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]