

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

QNB Bank

[Bank Address]  
[City, State, Zip Code]

Subject: Authorization Letter for Bank Transactions

To Whom It May Concern,

I, [Your Name], hold an account with QNB Bank with the account number [Your Account Number]. I am writing to authorize [Authorized Person's Name] to perform transactions on my behalf regarding my bank account. This authorization includes, but is not limited to:

1. Depositing and withdrawing funds
2. Checking account balances
3. Accessing account statements

The authorized person's details are as follows:

Name: [Authorized Person's Name]

ID/Passport Number: [Authorized Person's Identification Number]

Relationship to Account Holder: [Relationship]

This authorization is valid from [Start Date] to [End Date]. Please provide them with any necessary support regarding account operations.

Thank you for your assistance.

Sincerely,

[Your Signature]  
[Your Printed Name]  
[Your ID/Passport Number]