

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

[Recipient Name]
[Recipient Title]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I, [Your Name], hereby authorize [Authorized User's Name], holding the position of [User's Position] at [User's Company/Organization], to access and use the VNC server with the following credentials:

- Server IP Address: [Insert IP Address]
- Port Number: [Insert Port Number]
- Username: [Insert Username]
- Password: [Insert Password]

This authorization is effective from [Start Date] and will remain in effect until [End Date/Condition for Termination].

Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you have any questions or require further confirmation of this authorization.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Position]
[Your Company/Organization Name]