

[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]
Subject: Authorization Letter for VZW Login
Dear [Recipient Name],
I, [Your Name], am writing to formally authorize [Authorized Person's Name] to access my Verizon Wireless (VZW) account.
Account Details:
- Account Holder Name: [Your Name]
- Account Number: [Your Account Number]
I understand that this authorization will allow [Authorized Person's Name] to perform the following actions on my behalf:
- [List specific actions that the authorized person can perform, e.g., billing inquiries, plan changes, etc.]
This authorization is valid from [Start Date] and will remain in effect until [End Date or "revoked by me in writing"].
Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you need any further information.
Thank you for your attention to this matter.
Sincerely,
[Your Signature (if submitting a hard copy)]
[Your Printed Name]