

[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]