

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

[Loan Officer's Name]  
[Bank/Institution Name]  
[Bank/Institution Address]  
[City, State, ZIP Code]

Subject: Authorization Letter for Loan Application

Dear [Loan Officer's Name],

I, [Your Name], am writing to authorize [Authorized Person's Name] to act on my behalf regarding my loan application at [Bank/Institution Name].

Details of the authorized person:

- Name: [Authorized Person's Name]
- Relationship: [Relationship to You]
- Address: [Authorized Person's Address]
- Phone Number: [Authorized Person's Phone Number]

I grant [Authorized Person's Name] the authority to discuss my loan application, provide any required documentation, and make decisions pertaining to my loan process.

Please find attached copies of my identification and any other necessary documents for verification.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

Attachments: [List any attachments, if applicable]