

Authorization Letter Sample to Claim Money (Notarized)

An **authorization letter sample to claim money notarized** serves as a formal document that grants permission to an individual to collect funds on behalf of another person. This letter is typically notarized to authenticate the identity of the authorizer and validate the legal authority granted, ensuring that the transaction is secure and recognized by financial institutions or relevant authorities. It includes essential details such as the names of both parties, specific amounts to be claimed, and the scope of authorization, making it a critical tool in financial and legal processes.

Sample Authorization Letter (Notarized)

[Date]
To Whom It May Concern,
I, [Your Full Name], with ID number [Your ID Number] and residing at [Your Address], hereby authorize [Authorized Representative's Full Name]. This authorization is granted due to my unavailability to personally claim the specified amount. I trust my representative in handling all for I have attached valid identification cards for both myself and my authorized representative for your reference.
Thank you for your attention and assistance.
Sincerely,

[Your Signature]
[Your Printed Name]

Notary Acknowledgment

SUBSCRIBED AND SWORN to before me this ____ day of _____, 20__, the affiant having exhibited to me his/her government-issued identification
Notary Public
[Name and Signature]
[Notarial Seal]
[Commission Number]

Instructions:

- Fill in all the fields in [brackets] with the appropriate information.
- Sign the letter in the presence of a licensed notary public.
- Attach valid IDs of the principal and authorized representative.
- Have the letter notarized to ensure its legal validity and acceptance by institutions.