

Corporate authorization for employee or agent

Subject: Corporate Authorization to Operate Bank Account

Dear [Bank Manager's Name],

This is to formally authorize [Employee/Agent Name], holding the position of [Position] in [Company Name], to operate the company bank account [Account Number] at [Bank Name]. This authorization includes signing checks, transferring funds, and obtaining account statements.

This authorization remains effective until revoked in writing by the undersigned.

Kindly extend all necessary cooperation to [Employee/Agent Name].

Best regards,

[Authorized Signatory Name]

[Position]

[Company Name]

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