

Business context authorization

Subject: Authorization for Diploma Collection

To Whom It May Concern,

I, [Your Full Name], graduate of [Institution Name], hereby authorize [Authorized Person's Full Name], who is an official representative of [Company/Organization Name], to collect my diploma on my behalf.

Attached to this letter are copies of both my identification and the representative's identification. Please extend your cooperation to complete the process smoothly.

Thank you for your official support.

Respectfully,

[Your Full Name]

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