

Conditional authorization

Subject: Conditional Authorization for Diploma Collection

Dear [Registrar's Name],

I authorize [Authorized Person's Full Name] to collect my diploma from [Institution Name] on [Specific Date]. This authorization is valid only for this date and purpose.

Should the collection not occur on this date, I will provide further instructions in writing.

Thank you for accommodating this arrangement.

Regards,

[Your Full Name]

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