

Employee authorized to represent company in legal matters

Subject: Legal Authorization Letter

Dear [Recipient Name/Law Firm],

This is to authorize [Employee Name], [Designation], to represent [Company Name] in legal matters concerning [case/matter] from [Start Date] until resolution.

Kindly provide all necessary documents and assistance to [Employee Name].

Sincerely,

[Authorized Signatory Name]

[Designation]

Get more templates here:

<https://www.lettersandtemplates.com/letters/employee-authorization-letter>