

Letter of Authorization

To

Mr. Joan Smith

Manager- Traveling Department

L32- d, Lake View Building,

Toronto, Canada

Dear Mr. Smith,

I, Mark Hudson, hereby authorize Ms. Dizzy Lara to collect my driving license no: 7898977 on my behalf as I am unable to collect it due to some unavoidable medical reasons. This authorized person is my sister.

I have enclosed all my medicinal reports with this letter for ready reference to consider my case. You can find the reason of my sickness due to which I am not able to walk. I do not want to post it to my address as I have already lost one important document via post. Kindly consider Ms. Lara as my authorized person and handover my driving license to her.

Please do the needful as soon as possible as its very important. If you have any questions, kindly contact me at: xxx@gmail.com

Your kind support in this regard is highly appreciable.

Yours Sincerely,

Name