Date: July 1, 2026

To: Sales Admin [Dealer name]

Subject: Authorization Letter

Dear Sir/Madam,

I, REGISTERED OWNER'S NAME, hereby authorize NAME OF REPRESENTATIVE, to claim my vehicle's REGULAR LTO PLATE NUMBER with Conduction Sticker Number: VN1234 / Virtual Plate Number: AEB1234 on my behalf.

Thank you.

Truly yours,

SIGNATURE

REGISTERED OWNER'S NAME