

[Company Letterhead]

Date: [Insert Date]

To:

[Bank Name]

[Bank Address]

[City, State, Zip Code]

Subject: Authorization to Confirm Letter of Credit

Dear Sir/Madam,

We, [Company Name], a corporation duly organized and existing under the laws of [Country/State], with our registered office at [Company Address], hereby authorize [Confirming Bank Name] to add its confirmation to the Letter of Credit described below:

- **Letter of Credit Number:** [Insert LC Number]
- **Issuing Bank:** [Insert Issuing Bank Name]
- **Beneficiary:** [Insert Beneficiary Name]
- **Amount:** [Insert Currency and Amount]
- **Expiry Date:** [Insert Expiry Date]

We confirm that we are authorized to request this confirmation and that all fees, commissions, and charges associated with adding the confirmation to this Letter of Credit shall be for the account of [Select: Our Company / The Beneficiary].

We further authorize [Bank Name] to debit our account number [Insert Account Number] for any applicable costs related to this transaction.

This authorization shall remain in full force and effect until the Letter of Credit is fully utilized, cancelled, or expired.

Sincerely,

[Signature]

[Full Name]

[Title/Position]

[Company Name]

[Signature]

[Full Name]

[Title/Position]

[Company Name]