

[Your Name/Trustee Name]

[Your Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Recipient Name or Institution Name]

[Recipient Department]

[Recipient Address]

[City, State, Zip Code]

RE: Authorization for Release of Information/Assets regarding [Name of Trust]

To Whom It May Concern,

I, [Your Name], am the currently acting Trustee of the [Full Name of Trust], dated [Date Trust was Established].

In my capacity as Trustee, I hereby authorize [Name of Authorized Person/Entity] to receive, access, and discuss any and all information, documents, and records pertaining to the following account(s):

- Account Type: [e.g., Checking, Savings, Brokerage]
- Account Number: [Account Number]
- Reference Number: [If applicable]

This authorization includes, but is not limited to, the release of financial statements, tax documents, transaction histories, and [Specify any other specific information].

This authorization shall remain in effect until [Expiration Date] or until I revoke it in writing. A photocopy or electronic copy of this letter shall be considered as valid as the original.

Please contact me at [Your Phone Number] if you require further verification or documentation, such as a Certificate of Trust or my government-issued identification.

Sincerely,

[Your Printed Name]

Trustee of the [Name of Trust]

Notary Acknowledgement

State of [State]
County of [County]

On this [Date] day of [Month], [Year], before me personally appeared [Your Name], known to me to be the person described in and who executed the foregoing instrument.

Notary Public Signature
My Commission Expires: [Date]