**Authorization Letter to Claim Car from Repair**

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Repair Shop Name]

[Shop Address]

[City, State, ZIP Code]

Subject: Authorization Letter to Claim Car from Repair

Dear [Repair Shop Manager's Name],

I, [Your Name], am writing to authorize [Authorized Person's Name] to claim my car, [Car Make and Model], with registration number [Car Registration Number], which has undergone repairs at your establishment.

Unfortunately, due to [mention the reason, such as work commitments or personal matters], I am unable to collect my car in person. I trust that [Authorized Person's Name] will comply with all necessary procedures and requirements during the claiming process.

Details of the authorized person:

Name of Authorized Person: [Authorized Person's Name]

Relationship to the Car Owner: [Authorized Person's Relationship to You]

ID/Driver's License Number of Authorized Person: [Authorized Person's ID/Driver's License Number]

Date of Birth of Authorized Person: [Authorized Person's Date of Birth]

I request that you release the car to [Authorized Person's Name] upon presentation of a copy of this authorization letter and [his/her] identification for verification purposes.

If there are any additional forms or documents required, please provide them to [Authorized Person's Name]. Please contact me at [Your Phone Number] or [Your Email Address] if there are any questions or concerns.

I appreciate your prompt attention to this matter and thank you for your understanding and cooperation.

Sincerely,

[Your Full Name and Signature]