

To
Airport Director
Coimbatore International Airport
Airports Authority of India

Subject: Authorization letter for Lost and Found Item

Date:{Enter Today's Date}

Sir/Madam,

I {Your Name} travelled from Coimbatore International Airport on {Enter Your Travel Date} in {Enter your Flight}.

While traveling, I forgot to collect my {Description of Item} from {Area where you left your item}.

In order to collect my belongings on my behalf, I authorize Mr./Ms. {Name of Person} to collect my belongings on my behalf.

Thanks & Regards,

Signature-

Name-

Phone No.-

Address-