

Letter of Authorization- Tax Year 2021/2022

To Whom It May Concern: City of Roanoke Board of Equaliation  
Deeded Owner Name: XYZ Company  
Property Name: Office Building X  
Property Address: 9999 Office DR, Roanoke, VA 24000  
Parcel No.: 9999999

Hereby appoints, authorizes, and empowers:

Generic Tax Representative Co  
666 Spring Rd  
New York, NY 99999  
(555) 555-5555

to represent in its affairs concerning all property tax matters for the above listed property. This includes, but is not limited to: signing and filling of appeals, examining all property tax records, representation before the Board of Equalization.

Signature of Authorized Person/Owner: \_\_\_\_\_.

Print Name: \_\_\_\_\_.

Title: \_\_\_\_\_.

Telephone No.: \_\_\_\_\_.

Notarization:

Name: \_\_\_\_\_.

County/City of: \_\_\_\_\_ State \_\_\_\_\_.

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_.

My commission Expires the \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_.

Signature: \_\_\_\_\_.