Date: [Insert Date]

To:
[Name of Attorney-in-Fact/Agent]
[Company Name]
[Address Line 1]
[Address Line 2]

RE: Letter of Instruction for Execution of Commercial Power of Attorney

Dear [Name of Agent],

This letter serves as formal instruction regarding the execution and exercise of the Commercial Power of Attorney (POA) granted to you by [Principal Company Name], dated [Date of POA Agreement].

You are hereby authorized and instructed to act on behalf of [Principal Company Name] specifically for the following commercial matters:

- [Specific Instruction 1: e.g., Execution of the contract with XYZ Corp]
- [Specific Instruction 2: e.g., Management of bank account ending in XXXX]
- [Specific Instruction 3: e.g., Signing of customs clearance documentation]

Limitations of Authority:
Your authority under this instruction is subject to the following limitations: [e.g., Not to exceed a transaction value of $10,000 / Valid only until December 31, 202X].

Reporting Requirements:
You are required to provide written confirmation to the undersigned within [Number] business days following any action taken or document signed under this authority.

This instruction remains in effect until [Expiration Date] or until revoked in writing by [Principal Company Name]. Please acknowledge receipt and your agreement to these instructions by signing below.

Sincerely,

[Signature]
[Name of Authorized Officer]
[Title]
[Principal Company Name]

Acknowledgment and Acceptance:

I, [Name of Agent], hereby acknowledge receipt of these instructions and agree to act in accordance with the terms stated above.

Signature: _____
Date: _____