September 10, 2010

To Whom It May Concern:

Warm Greetings!

This is to certify my mother, Sandra Collins, to claim my check from your office on my behalf since I can’t be absent from work. I am sending with this letter two of my valid ID’s for verification purposes.

If you want to verify my mother’s identity further, you can call me at 458-956-751, which also appears in my ID’s.

I am hoping for your kind consideration on this matter.

Regards,

Jennifer Collins