# Sample Template: LFA confirmation letter for signing Disbursement Requests Review Reports and all other LFA reports

[Date]

To: The Global Fund to Fight AIDS, Tuberculosis and Malaria

Attn: [Fund Portfolio Manager]

Global Health Campus

Chemin du Pommier 40

1218 Grand-Saconnex

Geneva, Switzerland

Re: [**Country/ Multicountry portfolio], [LFA official name]**

Dear [Fund Portfolio Manager],

Please be informed that the person whose specimen signature appears below is authorized to sign on behalf of [the LFA organization name] (the “LFA”) for Disbursement Requests Review Reports and all other LFA reports provided to the Global Fund to Fight AIDS, Tuberculosis and Malaria (the “Global Fund”) for the country/multicountry portfolio mentioned above.

**** I hereby revoke all previous confirmation letters providing signature(s) of persons authorized to sign Disbursement Requests Review Reports as well as any other LFA reports on behalf of the LFA.

**** I hereby acknowledge that the Global Fund may request proof of identification to authenticate the signature provided below.

Sincerely,   
  
  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name*: [to be signed by the Head of the LFA organization]*  
Title:

[Dr/Mr/Mrs/Ms, First name, Last name]  
[Official Job Title]

Specimen Signature of Authorized Signatory:

Date: ……………………..