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Authorisation Letter

Date: _____

I, _____, (NRIC/ Identity No. _____), hereby
 (Company Authorised Personnel full name)

Authorise _____, (NRIC/ Identity No. _____),
 (Representative full name)

or * _____, to collect the below mentioned participant(s)
 (Courier Service provider)

(Card(s) / Certificate(s) / Card(s) & Certificate(s))* on our behalf.

* Please delete accordingly.

No	Name	Identity number NRIC/FIN/WP	Course Title	Course date		Receiver's signature
				From	To	

Company Authorised Personnel

Company Official Stamp

 (Name & Signature) (Mandatory)

 (Mandatory)

Collection Timing:	Mon to Fri: 9:30 AM to 5:00 PM
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For Official Use only:

Verified By:

AL: _____

Date: _____

 (Name and Signature)