

Authorization Letter  
(To be printed on Company Letterhead)

(Date)

The Branch Manager  
Bangkok Bank Berhad  
Branch Address/Head Office Address

Dear Sir/Madam,

**LIST OF AUTHORIZED PERSONNEL (3<sup>RD</sup> PARTY) FOR PURPOSE OF:  
SUBMISSION / COLLECTION OF REMITTANCE APPLICATION AND / OR INSTRUMENTS  
COLLECTION OF BANK DOCUMENTS (RETURNED CHEQUES / FORWARD EXCHANGE CONTRACT  
CONFIRMATION / FIXED DEPOSIT RECEIPT / BANK STATEMENT / OTHER IMPORTANT BANK  
DOCUMENTS)**

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With regards to your Bank's policy on submission of \_\_\_\_\_ application and/or collection of \_\_\_\_\_ by a third party, the following personnel are hereby authorized by us \_\_\_\_\_ (Name of Company) \_\_\_\_\_ to submit and collect any application/instruments on our behalf.

No	Name	MyKad/Passport Number	Signature of Authorized Personnel
1			
2			
3			

Enclosed herewith is/are the photocopy/ies of identification card (MyKad)/passport of the abovementioned personnel duly certified by us as true copy.

We also undertake to inform you in writing from time to time if there are any changes made herein to the personnel so authorized.

Thank you.

Yours faithfully,

.....  
(Name of Authorized Signatory)

.....  
(Name of Authorized Signatory)