

委任書
AUTHORISATION LETTER

(由東主 / 合夥人填寫)
(To be completed by Sole Proprietor / Partners)

公司名稱
Name of Company: _____
營業名稱
Trade Name (if any): _____

本公司同意
I / We agree:

“委任以下人士為本公司負責人，全權負責公司所有事務。
THAT the person below is hereby appointed as the authorised person of the company with immediate effect. The appointee will be responsible for all the company's affairs.

中文姓名
Name in Chinese: _____
英文姓名
Name in English: _____
香港身份證 / 護照號碼
HK ID Card No. / Passport No.: _____
住宅地址
Residential Address: _____

電話
Telephone No: 住宅 手提
Residential _____ Mobile _____
公司職位
Title in the company: _____

負責人之簽署樣本為
The specimen signature for the appointee is _____.”

東主 / 全體合夥人簽署及公司印鑑
Signed by sole proprietor / all partners
with the Company Chop

東主 / 合夥人姓名
Name of sole proprietor / partners :

日期
Date: _____