

## **LETTER OF AUTHORITY**

*[ Name] Please fill in your Name here*

*[Address line] Please fill in your Address here (optional)*

*[Province, State, PO Code] Add other Relevant Address Details here (optional)*

[Letter Date] Please date the Letter

***[M Kulemann]***

*[480, Cavo Greco Avenue]*

*[PROTARAS, 5296 CYPRUS]*

**Subject: Letter of Authority to collect Mail on my Behalf**

To whom it may concern,

This letter is to authorize M. Kulemann to collect ANY mail addressed to me or my company from the Post Office. I am currently abroad and unable to pick up myself.

Please note the date and time in which the documents were picked up as they are of a sensitive nature.

**(make sure to include the signature here)**

Sincerely,

[Name] Please specify the Name or Company Name the Mail Item would be addressed to.(if known)

[Attachments (**IMPORTANT**):] Please attach a CERTIFIED Copy of your ID, Passport or Drivers License