**Company Letterhead**

Date: DD / MM / YYYY

Place:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**To Whomsoever it may concern**

**Subject: Declaration of the Authorized person**

We “{company name}” would like to authorize

{person name and designation} to sign on behalf of

our company for Telemarketer / Enterprise related activities.

Contact Person Name :

Contact number :

Email id :

ID proof Number :

ID Proof type : PAN / Passport / Voter ID / Driving License

Copy of ID proof : {Paste Copy of ID proof}

Yours Sincerely,

{Designation of the Signatory}

{Signature of the Authorising person and seal.}

{For Sole Proprietor/ Individual/ Partnership - Self declaration.}

{Pvt Limited – Director.}

{Public Limited – Director / CMD / Head Authorising.}

{Govt – Director of the Dept/ Authorised person.}