Dear Sir/Mdm,

**LETTER OF AUTHORISATION FOR COLLECTION OF FORM D/E**

We hereby authorise \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

[Name of personnel] [NRIC/Passport No.]

of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to collect [Name of Authorised Company[[1]](#footnote-1)]

the following Certificate(s) of Origin:

|  |  |  |
| --- | --- | --- |
| **S/No.** | **Unique Reference Number**  (Unique Entity No. + Date of Declaration + Sequence No.) | **Certificate number** |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| 4. |  |  |
| 5. |  |  |

at **CrimsonLogic Service Bureau,** 7 Keppel Road, #02-01, Tanjong Pagar Complex, Singapore 089053 / **Singapore Aircargo Agents Association**, Room 107, Ground Floor, SATS Airfreight Terminal 3, Core H, Changi Airfreight Centre, Singapore 819455[[2]](#footnote-2).

Yours sincerely,

*<Signature of the Authorised Personnel (Exporter)>*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Authorised Personnel:

Designation:

Date:

Company Stamp:

1. Required only if the authorised personnel is from a different company from the exporter. [↑](#footnote-ref-1)
2. Delete as appropriate. The location to collect the Certificate of Origin (CO) depends on the selection you have made at the point of CO application. [↑](#footnote-ref-2)