

Authorization Letter

Date: _____

To Senco-Masslink Technology Limited,

I _____ hereby authorize
(Full name of Customer)

_____/_____
(Full name of the person) (HKID or Passport No.)

to collect the items on my behalf.

A photocopy of student / staff card or HKID card is required for your verification and it will be returned to my representative after inspection. My representative understands that he / she would be required to produce his / her HKID card or passport for identification and record purpose when collecting the said laptop for me.

I also confirm that my representative shall have the authority to sign for acknowledgement of the receipt of the said laptop. I understand that I shall be responsible for the non-delivery, if any, of the said laptop from my representative.

Yours faithfully,

_____(Signature)

Required Documents for Collection:

- 1. Copy of Customer's HKID card or Student Card &**
- 2. Pro-forma Invoice or Collection email with Order Reference Number &**
- 3. Original of this Authorization Letter**