

A sample authorization letter

Your Ref:

Our Ref:

Date:

Embassy of Nepal

Suite 13A.01, Level 13A

Wisma MCA, No.163 Jalan Ampang

50450 Kuala Lumpur

We authorize the bearer of this letter Ms. QualServ Search Sdn. Bhd. as our Company's officer level representative (preferably from HR Department) to act on behalf of the company in all matters pertaining to the recruitment of workers from Nepal.

Sd.

Employer's Authorised Signature

Attested in the country of employment by:

1. Name:

2. Designation:

Embassy of Nepal in Kuala Lumpur

3. NRIC No.:

4. Company's Chop: