Whole Hearted Car Service Limited
#16 Ferry Pen, Kingston 20, Saint Andrew, Jamaica

WhatsApp: +1 (876) 899-3924 | +1 (876) 333-3322 Email: wholeheartcarserviceltd@gmail.com

Letter of Authorization
授权书

For a customer (an individual or a company) who has someone else deal with the Shop on their behalf.
客户（个人或公司）请别人代自己来本店办理时，用这一份。

Section A – Authorizing party (the customer)
授权方（客户：个人或公司）

Name / Company name 姓名 / 公司名称

TRN 个人填驾照上的 TRN，公司填公司 TRN

Phone / WhatsApp / Email 电话 / WhatsApp / 邮箱

Address (registered address for a company) 地址（公司填注册地址）

Section B – Authorized persons (up to two)
被授权人（最多两人）

No. 序号	Name 姓名	TRN TRN	Relationship / Position 关系 / 职务	Phone 电话	Signature 签字
1					
2					

Section C – Authority and validity
授权与有效期

Each authorized person named above may deal with the Shop on the authorizing party's behalf (bringing or collecting a vehicle, confirming work or charges, paying, and the like). Anything the Shop does in good faith on their arrangements is treated as done by the authorizing party, who is responsible for it.
上列每一位被授权人，都可以代授权方与本店办理事务（送车、取车、确认项目或费用、付款等）；本店出于善意照办的事项，视为授权方本人办理，由授权方负责。

This authorization remains in force until the authorizing party (for a company, a director or officer) withdraws it in writing; matters handled before the Shop receives the written withdrawal remain valid.
本授权长期有效，直至授权方（公司由负责人）书面撤回；本店收到书面撤回前已办理的事项仍然有效。

The authorizing party confirms that the details above are true.
授权方确认以上资料真实。

Company seal
公司印章

Authorizing party signature
授权方签字（公司由负责人签字）

Name and title (company)
姓名及职务（公司填写）

Date signed
签署日期