

Important Note 重要提示

Any consignee who cannot collect the document(s)/ consignment(s) in person may authorize a representative to collect on his/her behalf by signing an authorization letter. The sample below shows the necessary information (Item 1-9) required in a valid authorization letter.

任何收件人或公司如未能親身領取文件/貨物，可簽署授權書以授權他人/公司代領。

有關有效授權書所需之內容，請參照以下樣本所示之需要的資料 (項目 1-9)。

1

COMPANY'S LETTERHEAD 公司抬頭信紙

Consignee's Information 收貨人資料

Name 名稱: _____

Address 地址: _____

Tel 電話: _____ Fax 傳真: _____

AUTHORIZATION LETTER 授權書

ATTN: ASIA AIRFREIGHT TERMINAL CO LTD

致: 亞洲空運中心有限公司

2

Shipment's Information 托運資料

| | |
|--------------------|-------------------------|
| AWB No. 空運提單號碼: | Nature of Goods 貨物種類: |
| Flight No. 航空班次號碼: | Quantity/ Weight 數目/重量: |

*I/ We, _____, hereby authorize

*本人/本公司 _____, 現授權

*Mr / Ms _____, holder of *Passport/ HKID Card no. _____

*先生/ 女士，持 *護照/ 香港身份證號碼

to collect the document(s)/consignment(s) as per above shipment information on *my/our behalf.

代為領取上述托運資料之文件/貨物。

5

We hereby declare that import license is not required and we shall take full responsibilities of above shipment.

Thank you for your attention. (*If applicable)

我們在此聲明上述托運貨物無需入口許可證，所有責任由我方負責。敬希垂注。(*如適用)

Authorizer's Signature 授權人簽署: _____

Authorizer's Full Name 授權人全名: _____

Title & Department 職銜及部門: _____

Date 日期: _____

Company Chop 公司印章:

9

Note: In case of any dispute, Asia Airfreight Terminal Co Ltd reserves the right of final decision.

註: 如有任何爭議，亞洲空運中心有限公司保留最終決定權。

*Delete where inappropriate 將不適用者刪去