

Authorization Letter 委托书

Date (日期):

This is to certify that I(Applicant's Name) authorize my agent/representative, whose signature is verified below, to collect the sealed envelope on my behalf.

本人.....将委托旅行社/代理人代为领取本人护照

1) If **Agent** please fill the following details 若旅行社代理人代领护照, 请填写下列信息

● Name of the Agency(旅行社姓名):

● Staff Name who will collect the sealed envelope(旅行社代领人姓名):

● Contact Details of the Agency(旅行社代领人联系电话):

● Signature of the agent authorized to collect (旅行社代领人签名):

2) If **Representative**, please fill the following details 若个人委托代领护照, 请填写下列信息

● Name of the Person (代领人姓名):

● Relationship with the Applicant (委托人与代领人身份关系):

● ID Number of the Person (代领人身份证号码):

● Contact Details of the representative(代领人联系电话):

● Signature of the representative authorized to collect (代领人签名):

If representative collecting the passport on behalf of the applicant, they should submit the original acknowledgement receipt, authorization letter signed by the applicant (original or copy) along with any original Government Photo ID proof of the representative.

If travel agent collecting the passport on behalf of the applicant, they should carry the original acknowledgement receipt, the authorization letter from travel agent and the Official Courier Certificate issued by National Tourism Bureau or any original Government Photo ID proof.

(**Foreign passport holders (Non-Chinese) need to submit the copy of passport bio page)

委托他人领取护照时, 请出示付款收据原件、申请人签署的授权书(原件或复印件)及受托人身份证件原件。

旅行社领取护照时, 请出示付款收据原件、出境旅游组团社照会及签证专办员送签卡原件或身份证件原件。

(**非中国籍人士请提交护照首页复印件)

Applicant Signature (申请人签名):

VAC Reference Number (VAC 序列号):