

## Authorisation Letter (for body corporate)

To: Centre for Food Safety, Food and Environmental Hygiene Department

I, \_\_\_\_\_ (HKID Card/other proof of identity no. \_\_\_\_\_),  
a director of \_\_\_\_\_ (name of company)  
("the Company"), hereby declare that I am appointed by resolution of the Board of Directors of the Company to sign this letter to authorise the following Authorised Person(s) to act for and on behalf of the Company to operate all functions which are available in the Food Trader Portal, including but not limited to opening of user account(s), updating of business information, renewal of registration, application for import licence and import permission, and recording of food arrival information, and to grant powers to the same Authorised Persons(s) to appoint and sub-delegate tasks in connection with the Food Trader Portal to Nominated Person(s).

The following Authorised Person(s) has/have accepted the appointment by signing below.

	Name of Authorised Person(s)	HKID Card/ other proof of identity no.	Signature of Authorised Person(s)
(1)			
(2)			
(3)			
<i>(Use separate sheet if required.)</i>			

\_\_\_\_\_  
Name (in BLOCK LETTERS)

\_\_\_\_\_  
Signature

Company chop :

Company name :

Business Registration Number :

Trader Registration Number / Exemption Number :  
(If applicable)

Date :