

## 授权委托书

本人, \_\_\_\_\_ 由于私人原因无法抽出时间亲自到场签字, 特委托 \_\_\_\_\_ 作为我的合法代理人, 全权代表我办理我公司( \_\_\_\_\_ ) 的 2 份公司文件认证事宜, 对委托人在办理上述事项中所签署的有关文件, 我均予以认可, 并承担相应的法律责任。

委托人:

## Authorization Letter

To whom it May Concern:

I, \_\_\_\_\_ authorize \_\_\_\_\_ to act as my agent to fulfill the necessary obligations, on my behalf in the notarization process.

I acknowledge that, \_\_\_\_\_ will not be in any way, responsible for any hindrance caused during the course of shipping and processing.

Sincerely,