

AUTHORISATION LETTER

I, _____ (Name of applicant), holder of
Passport type & number /Identity Card No. _____,
hereby authorise _____ (Name of the applicant's
representative), who is my _____ (state
relationship, eg. Father, mother, sibling, friend, business associate, etc), holder
of Passport type & number /Identity Card No.
_____, and email/contact number

to ☐ **submit my visa application and all necessary documents on my
behalf**

☐ **collect my passport with its visa on my behalf**
(tick accordingly)

To: Travel Marketing & Assistance Inc. (name of AVA)

At: 7F 1-13-3 Toranomon Minato-kuTokyo (address/location of AVA)

Signature of Applicant

Date

Accepted by AVA :

Signature of AVA

Date