

Sample # S-08

Date:

To  
The Controller of Examinations  
University of Asia Pacific  
74/A, Green Road, Dhaka-1215  
Bangladesh.

**Subject: Authorization Letter for Duplicate Original Certificate.**

Dear Sir,

I Mr./Mrs.....  
do hereby authorize Mr./Mrs. ....  
National ID Card No. .... to  
collect my Duplicate Original Certificate on my behalf.

You are therefore, requested to handover the Duplicate Original Certificate.

His/her two specimen signatures are attested below:

1.

Thanking you in anticipation.

2.

Attested

.....  
Signature

Name:

Registration No.

--	--	--	--	--	--	--	--	--	--

Program:

Mobile Number:

Attachment:

1. Copies of NIDs (both student and representative)
2. Delivery Receipt

\_\_\_\_\_  
Signature of applicant