

**TO BE PRINTED ON THE COMPANY'S LETTERHEAD**

DATE

TO:

Gulf Exchange Company  
Doha, Qatar

Dear Sir,

Sub: **Authorization to send or receive transfers/ Exchange currencies**

This is to inform you that we are..... company have licensed in Qatar under **CR** no ..... and the following employee/s is/are working under our sponsorship as per the ir names and designations mentioned below is/are authorized by us "**company name**" to deal with your company for any kind of transactions as per your rules and regulations. This authorization is valid until further written letter for you.

- 1- Employee's Name, Nationality, QID number, Designation,
- 2- Employee's Name, Nationality, QID number, Designation.

Regards,

**Authorized Signature**

**company's seal**

• **Please attach CR renewed copy - computer card – trading license – QID photocopy.**