

[Your Company's Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Company/Organization]

[Address]

[City, State, Zip Code]

Subject: GST Signatory Authorization

Dear [Recipient's Name],

I, [Your Name], the [Your Position] of [Your Company Name], hereby authorize the following individual(s) to act as signatory(ies) on behalf of our company for all matters related to Goods and Services Tax (GST) registration and compliance:

1. [Authorized Person's Name]

[Position]

[Contact Information]

2. [Authorized Person's Name]

[Position]

[Contact Information]

This authorization is effective from [Start Date] and will remain in effect until [End Date/Indefinite].

Please let us know if you require any further information or documentation.

Thank you for your attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Position]

[Your Company Name]

[Contact Information]