

Specimen of Attorney Letter

Date:

Ref no.

(To be typed in Company's Official Letterhead in English)

Name & Address of the Supplier Company)

This is to confirm that we _____ (Name, Address and contact Telephone numbers of employer company), hereby appoint M/S(**Name and address of Supplier company**) having license no. under Nepal Government – Department of Labour, as our true and lawful attorney and agent in Nepal in respect of handling all the affairs concerning recruitment and passage of manpower such as registration of the demand with the department of labour, permission and clearance, etc. from the same department and to sign all the necessary documents required for the purpose of recruitment and passage of the required personnel and arranging their passports, visas and passage, etc.

This power of attorney is valid only for the requirement of the said Demand Letter (Dated) and expires on the completion of this recruitment.

In witness thereof, we have executed this power of attorney at _____
_____ dated _____

Thanking you,

(Name & Designation of Authorized Signatory)

Signature & Seal

(This Power of Attorney must be attested by the Chamber of Commerce and the Ministry of Foreign Affairs of the Employer's Country)