

# Authorized Signatory Details Format

## Organization Information

<b>Organization Name</b>	
<b>Registered Address</b>	
<b>Registration Number</b>	
<b>Contact Number</b>	

## Authorized Signatory Details

Name	Designation	Email	Mobile Number	Specimen Signature

## Declaration

I/We hereby declare that the above-mentioned person(s) is/are the authorized signatory/signatories for the above-mentioned organization, and are entitled to sign documents and carry out transactions on behalf of the company/firm/entity.

Place:

Date:

Authorized Signatory

(Signature & Company Seal)

## Important Notes

- This document must be printed on the official letterhead of the organization.
- Each authorized signatory's specimen signature should be provided in the designated area.
- Any changes to authorized signatories must be notified in writing immediately.
- Supporting documents such as Board Resolution or Power of Attorney should be attached if required.
- The form must be duly signed and stamped by competent authority.