



# Emirates Telecommunications Group Company PJSC (Etisalat)

## Letter of Authorisation

Date:.....

I, ....., the undersigned, holder of UAE ID No. ...., in my capacity as the Managing Director/General Director/General Manager and as per the authorisation given to me by.....Department/Establishment/Company (hereafter, referred to as ..... Department/Establishment/Company), hereby authorise the below listed staff who are under the employment of ..... Department/Establishment/Company (the "Authorised Representative) to apply for all Etisalat services in terms of placing orders for new services, upgrade/downgrade services, disconnect/cease existing services, procurement of devices including collection through any existing and/or future Etisalat channels.

The above features granted to the Authorised Representative is solely for below Companies/Party IDs:

Company Name (as in Trade License )	Trade License number	Establishment Card number	Authorised Employee Name	Emirates ID No.	Email address	Mobile Number	Signature

**Note.** If multiple trade licenses. Copy of all trade licenses needs to be provided.

\*at least one authorised employee name and details is mandatory

Also, I declare that, according to my capacity and authorisation the Department/Establishment/Company, shall undertake to bear the responsibility for all the applications for services made/submitted by the Authorised Representative through Etisalat channels and pledges. Furthermore, the Department/Establishment/Company undertakes to be bound by any act or conduct of the Authorised Representative and Etisalat shall have the full right to rely on the existing authorisation unless and/or until duly notified by the undersigned in writing that the authorisation of the Authorised Representative has expired. Such authorisation shall remain valid until the date of receipt of such notification, or until duly replaced by a new valid authorisation, as the case may be.

The Government Department/Company/Establishment shall defend, indemnify and hold Etisalat, its agents, directors, officers and employees harmless from any and all claims, damages, injuries, losses or suits including attorney fees arising out of or in connection with its failure to notify Etisalat as aforesaid or due to any occurrence of the following events:

- Expiry of the authorised representative ID without extending the same
- Such authorised representative has ceased to be the customer's employee
- The Department/Company/Establishment revokes the representation without informing Etisalat in due course
- The customer is charged of fraud or any criminal offence

- Any change on the authorised representative ID or employment position
- Such representation has become invalid or illegal due any reasons out of the control of Etisalat, or without its knowledge

Name

Job Title

Department/Company Name

Signature	Stamp
-----------	-------

Attachments required:

Required list of documents to be provided by the authorise:	Official use only: checked by Etisalat
Valid Emirates ID copy of the undersigned (the originator of this authorization letter) staff's (both sides)	
Valid Emirates ID copy of the authorisee/s (both sides)	
Valid Trade License (in case of a company, SMBs and individual establishment)	
Valid Establishment Card (in case of government entity and company)	
POA (for companies / establishments , authorization letter in case of government entity)	

Below are additional contact details required when needed for billing and IT related subjects:

### Contact in Finance Department

Please tick here if the contact details are the same as the authorised employee details above

Name

Designation

Contact No.

Email ID

### Contact in IT Department

Please tick here if the contact details are the same as the authorised employee details above

Name

Designation

Contact No.

Email ID