

25.

Para. 101(5)(e)      **Letter of Authorisation to File Documents at  
Service Bureau**

*(Letterhead of law firm or organisation)*

Date

EFS Service Bureau  
Supreme Court, Level 1  
1 Supreme Court Lane  
Singapore 178879

**Dear Sir**

**LETTER OF AUTHORISATION TO FILE DOCUMENTS AT SERVICE BUREAU**

We, *[name of law firm or organisation]*, hereby authorise *[name of person filing at the service bureau]*, NRIC/FIN *[NRIC/FIN]*, to file documents in Court on our behalf via the Supreme Court EFS Service Bureau.

2. Our reference number for the documents which the said *[name of person filing at the service bureau]* is authorised to file is or are *[file reference number]*.

**Yours faithfully**

*[Signature of authorised signatory]*

*[Name and designation of authorised signatory]*