

**THIS IS A SPECIMEN ONLY**

You will have to type this Letter of Authorisation on your company's letterhead.  
Original signed copy to be mailed to the Registrar of Newspapers.

[Please state Case ID or File Reference Number]

Date

**Registrar of Newspapers**

c/o Info-communications Media Development Authority  
10 Pasir Panjang Road  
#03-01 Mapletree Business City  
Singapore 117438

Dear Sir/Madam

**LETTER OF AUTHORISATION**

I authorise Dr/Mdm/Mr/Mrs/Ms \_\_\_\_\_,  
(state full name of representative as in NRIC/Passport)

NRIC/Passport No: \_\_\_\_\_,  
(state correct NRIC/Passport No.) (state designation of representative)

to submit this application\*, \_\_\_\_\_,  
(state the Case ID from the online application form) on behalf of our

Company/Organisation, \_\_\_\_\_,  
(state the name of the company/organization and registration number [UEN] as registered with ACRA, ROS etc)

for a Newspaper Permit to the Registrar of Newspapers via the  
<https://licence1.business.gov.sg/>.

\* **New and renewal applications.**

Yours faithfully

\_\_\_\_\_  
Signature

Name of Applicant:  
NRIC/FIN/Passport No.:  
Designation: