Exemplar

Letter of Authorization

(Authorize Another Person to Collect the Found Property）

To: Public Security Police Force（lost-and-found storage unit）

I, _____(name of authorizer), born on_____(dd) /_____ (mm) /_____(yy), holding _____ (type of valid identity document), identity document no. ： _____ tel. no. ： _____, residing at_____, cannot come in person to collect the found property for some reason, hereby authorize _____ (name of representative), holding _____ (type of valid identity document), identity document no. ： _____, to complete the relevant formalities and collect the found property and the associated property listed below on my behalf.

1. Electronic products, colour：XXX, brand: XXX, model：XXX
2. Identity document XXX (holder：XXX, no.：XXX)
3. Cash (currency _____ and amount _____)
4. Wallet, colour：XXX

I understand that if I authorize another person to collect the property or identity document on my behalf, I must assume the risks myself.

This authorization is used solely for collecting the found property, not for other purpose.

Authorizer（Signature）： _____, ____(dd) /____(mm) /_____(yy)

Representative (Signature）：_____, ____(dd) /____ (mm) /_____(yy)