



To: Principal, Fairfield Methodist School (Secondary)

### LETTER OF AUTHORISATION

I, \_\_\_\_\_ (Full Name), NRIC No. \_\_\_\_\_ from  
Class \_\_\_\_\_, am unable to collect the result slips, examination certificates and  
other related documents in person.

I hereby authorise the bearer of this letter:

Name: \_\_\_\_\_

NRIC No.: \_\_\_\_\_

Relationship to Candidate: Parent / Guardian\* or others \_\_\_\_\_

to collect the result slips, examination certificates and other related documents on  
my behalf.

Date collected: \_\_\_\_\_

Signature of authorised personnel: \_\_\_\_\_

Contact number of authorised personnel: \_\_\_\_\_

Note: The bearer of this letter must produce his/her NRIC at the General Office.

\*Delete where applicable