

Date:

To
The SEVP & Incharge
Administration Department
Prime Islami Life Insurance Limited
Head Office, Dhaka.

Sub: Authorization to receive cheque.

Dear Sir,

I, resigned/terminated on
from the service of the Company. I came to know that my final settlement has been approved by the
Authority and cheque is ready for delivery. I am unable to collect my cheque arriving at Head Office right
now. In this circumstances, I do hereby authorized my
Mr./Ms..... to receive my all cheque's on my behalf.

The specimen signature of Mr./Ms..... is attested below:

Yours faithfully,

Signature:.....

Name: Mr./Ms.....

ID:.....

Signature of Authorized person

1)

2)

Attested by

.....

Name:Mr./Ms.....