

# Authority Letter

## On Letterhead of the company

---

(PAGE 1)

### To Whomsoever It May Concern

We by resolution No ----- dated -----, hereby authorise Mr \_\_\_\_\_ whose Aadhar Number is \_\_\_\_\_ on behalf of \_\_\_\_\_ (Write Company Name) \_\_\_\_\_, to sign, execute and admit the execution of leave and license agreement and to appear before the Sub Registrar for the registration of the leave and license agreement for the property \_\_\_\_\_ (Write Property Address) \_\_\_\_\_ and to do any act deed or things as may be necessary to complete the registration of leave and license agreement in the manner required by law.

Signature with Stamp

(Seal or stamp of the company )

Company Name

Pan Number

CIN No if it is a Pvt Ltd Co.

(Contd... on Page 2)

# Board Resolution

## On Letterhead of the company

---

### Certified True Copy of The Resolution

RESOLUTION NO: - \_\_\_\_\_

SUBJECT: - Authorization for execution of Leave and License agreement and to appear before the Sub Registrar for the registration of the Leave and License Agreement.

“RESOLVED THAT, the company do apply for the registration of the leave and license agreement for the property situated at \_\_\_\_\_ before the concerned Sub-Registrar”

“RESOLVED FURTHER THAT, MR. \_\_\_\_\_ whose Aadhar Number is \_\_\_\_\_, be and is hereby authorised for and on behalf of the company to sign execute and admit the execution of leave and license agreement and to appear before the Sub Registrar for the registration of the leave and license agreement for the property situated at \_\_\_\_\_.”

“RESOLVED FURTHER THAT, Mr. \_\_\_\_\_ be and is further authorised to do any act, deed or things as may be necessary to complete the registration of leave and license agreement in the manner required by law.”

“RESOLVED FURTHER THAT, a copy of this resolution be forwarded to the concerned authority for necessary action in this regard.”

“Certified True Copy”

For \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_