**James Holdings**  
57, New College Road  
London- BBND 1ZZ  
Contact No.: 8087437621  
  
To  
Whom it may concern  
Office of Vital Records  
London- EC3A2AD  
Sub: Authorization to collect my official documents

**Respected Sir/ Madam,**

I, James Holdings, need my birth certificate and domicile certificate, for some official purposes. Since I am not in a position to come to your office and collect the same in person, I hereby authorize Mr. John Webster, Manager, Cummins Enterprises, to apply for and collect the duplicate copies of my above mentioned certificates currently present on file in your office. I do not have any objection for Mr. John Webster signing the documents on my behalf in my absence.

**Sincerely yours,  
- Signature**