

[Print on company letterhead]

[Insert Address]

To the Directors

<< Name of Company >> Limited ("the Company")

<<Address>>

<<Address>>

<< Date >>

Dear Sirs,

**AUTHORISATION OF CORPORATE REPRESENTATIVE**

I hereby confirm that << Name of company >> Limited, a member of the Company, has, by << Name of authorised member of the Company >>, pursuant to Section 323 of the Companies Act 2006, appointed << Name of corporate representative >> Limited, a member of the Company, as its corporate representative >> to act as its representative at the General Meeting to be held on << Date of Meeting >>, and at any adjournment.

.....  
Director/Secretary