

I'm not robot!



# Authorization Letter - Sample

## SAMPLE LETTER OF AUTHORIZATION

Type the following letter on your company letterhead:

DATE:

To whom it may concern:

We the undersigned, hereby authorize EMCCert DR. RAŠEK GmbH to act on our behalf in all manners relating to application for equipment authorization, including signing of all documents relating to these matters. Any and all acts carried out by EMCCert DR. RAŠEK GmbH on our behalf shall have the same affect as acts of our own.

This authorization is valid until further written notice from (YOUR COMPANY NAME).

Sincerely,

(Company counsel or company officer signature)

(Name and Title)



**DON BOSCO HIGH SCHOOL**  
PANJIM - GOA

TO WHOM IT MAY CONCERN

☒ Certified that Master \_\_\_\_\_  
at present a student of this School studying in Std. \_\_\_\_\_


☒ Certified that the date of birth of Master \_\_\_\_\_  
as per our school records is \_\_\_\_\_

☒ Certified that Master \_\_\_\_\_ was a bonafide  
student of this school from \_\_\_\_\_ to \_\_\_\_\_  
He left the school studying in Std \_\_\_\_\_ after passing the \_\_\_\_\_  
examination held in \_\_\_\_\_

☒ Certified further that to the best of our knowledge he bears a good  
moral character.

This certificate is issued at his request

Panjim-Goa \_\_\_\_\_  
Date \_\_\_\_\_

 \_\_\_\_\_  
The Principal  
Don Bosco High School  
Panjim - Goa

☒ Delete if not applicable

## DocumentsHub.Com

To: Mr. Parkash Tara  
H.No.90, Street No. 15  
Gurdaspur, India.

Informer: The Manager  
McDonalds, Delhi

Database: Accounts Branch, McDonalds

Subject: Job Clearance Certificate from McDonalds, Delhi Branch

Mr. Parkash Tara who was working with McDonalds from the past three (3) years as a Sales Developer in the department of Executive Sales is a loyal and bona fide employee. He worked with sincerity and was very punctual in his routine. He always took a great deal of care in case of the reputation of McDonalds.

He was of established and kind character. During his stay with us as an employee and as a colleague we never heard badly about his character. He bore an upright sound character, never seen involved in gossip, backbiting and other such character flaws. He is kind and generous and did not engage in ill-intended combats and fights so to say.

His all bills and the compulsory payment sections held and imposed on him by the Terms and Conditions attached with his appointment letter are clear. His mess bill is clear and all debts paid and consoled. The requirement for one month prior notice before leaving the position vacant in McDonalds is followed and fulfilled by him. His fuel consumption bills are also clear and after carefully cross checked the receipts he handed over to the Manager of Executive Sales, he was found clear of all bills.

His stay with us was an impressive and terrific to relish upon. We assure his good naturness and sound character for the next company he would work for. Good Wishes

Chairperson, McDonalds  
August 25, 2015

The Principal,  
American School System.

Subject: Request to Issue School Leaving Certificate

Respected Sir,

With due respect, it is stated that my father is a Government Official. He has been transferred to Karachi. We intend to shift there. So it is not possible for me to continue my studies in your school. I am sorry to leave this institution where I met with kindness and consideration from all my teachers.

Kindly issue my school leaving certificate on urgent basis. I shall be highly obliged.

Yours Obediently,

Sania Shah  
10th Grade  
Roll No: 12



Application For Bonafide Certificate: A Bonafide Certificate is a type of document or certificate that is distributed to students from an organization or educational institution to ensure that they belong to an organization. A company can also give this certificate to any employee working there. To get this certificate, you must first apply to the appropriate organization or the head of the organization. There are some institutions or organizations which may have a specific format of application form for this purpose and also a student may write a letter if there is no application form. If you are looking for something like this on the internet how to write application for bonafide certificate from school, college or company. Then don't worry about anything because below we are given more than 12+ samples of applications for bonafide certificate that you can use to write your application without any issue as per your requirement. Also, it is good to tell you that there are many organizations that do not have to write an application form or a letter. There you can get your Bonafide certificate letter online without any problem. Simple Application For Bonafide Certificate To, The Principal, [School/College Name], [School/College Address], [Date] Subject - Application Letter For Bonafide Certificate. Respected Sir/Madam, With due respect, I am writing this letter to inform you that, I need a bonafide certificate from your school. So, I request you to please give me a bonafide certificate at the earliest. I will be very thankful to you. Yours Obediently Student, [Your Name], [Roll No & Class], [Contact Details]. Application For Bonafide Certificate For Scholarship To, The Principal, [College Name], [College Address], [Date- / / ] Subject - Bonafide Certificate For Scholarship. Respected Sir/Madam, With due respect, I would like to bring to your kind notice that I am from a poor family and I am not able to pay my college fee. Therefore I am in need of applying for a government scholarship to which I have been asked to submit a bonafide certificate. I kindly request you to issue me a bonafide certificate as early as possible. Thanking You. Yours Obediently, [Student Name], [Class], [Section], [Roll Number]. Application For Bonafide Certificate From College To, The Principal, [College Name], [College Address]. Subject - Request letter for college bonafide certificate. Dear Sir/Madam, Most respectfully, I beg to state that I am \_\_\_\_\_ [Write your name], The student at your college, semester \_\_\_\_\_ [Write your semester] roll number \_\_\_\_\_ [Write your Roll Number]. I am in need of a bonafide certificate as proof of residence for applying for my scholarship. Kindly provide me with the bonafide certificate. I will be thankful to you. Yours Truly, [Signature], [Roll Number], [Mobile Number]. Read Also: Application For Character Certificate Bonafide Certificate Request Letter To, The Headmaster/Principal, [School/College Name], [School/College Address], [Date- / / ]. Subject - Request letter for bonafide certificate. Respected Principal, Most respectfully, I wish to state that I am \_\_\_\_\_ [Your name] a student of class \_\_\_\_\_ [Your class] of this institution. I am writing this letter requesting a bonafide certificate. I need this certificate to apply for the scholarship under \_\_\_\_\_ [scheme name]. Therefore, I humbly request you to issue me the certificate at the earliest. I hope you will consider my request. Thanking You. Yours Sincerely, [Signature], [Your Address], [Phone Number], [Email ID]. Request Letter For Bonafide Certificate From School From: [Your Name], [Your Class], [Address], [Date]. To: The Registrar/Principal/Headmaster, [School/University/College Name], [Address]. Sub: Application for Bonafide Certificate. Dear Sir / Ma'am, Most humbly I beg to say that I am \_\_\_\_\_ [Your Name], a Student of class \_\_\_\_\_ [Your class] of your school. My personal details have been reproduced below: Student Name: Father's Name: Mother's Name: Roll No: Date of Birth: Address: Mobile No. I request you to please issue a bonafide certificate from your esteemed school as I would need it for [mention your exact purpose] purpose. I have attached my photograph and copies of the School ID card, Aadhar card and 10th class marks sheet. You are requested to issue the certificate as soon as possible. Thanking you. Yours Faithfully, [Your Signature], [Contact Details]. Application Letter For Bonafide Certificate From - [Your Name], [Your Class], [Your ID Number]. To - The Principal, [School/College Name], [College/School Address]. Subject - Bonafide Certificate Application Letter. Respected Sir/Madam, With all due respect, I request you to make the necessary arrangements for a bonafide certificate for (mention your exact reason). I would be grateful if you could provide me with the required 'bonafide certificate' as soon as possible. Thank you in advance. Yours Faithfully, [Your Name], [Contact Details], [Address]. Bonafide Certificate Application Letter In English From, [Your Name], [Your Class], [Your Roll Number], [College Name]. To, The Principal, [Name of the College], [Address of the College]. Date: day/month/year Subject- Request Letter for Bonafide Certificate. Dear Sir/Madam, I am a student at your college, I passed out last year and I am now in the process of looking for a job. Sir, I require a bonafide certificate from the college, in order to register my name at the employment exchange office, Mumbai. (Write Your Destination) I request you, to kindly issue this bonafide certificate as soon as possible so that I can fill up the required forms and register myself for employment. Thanking you in anticipation. Your sincere student, [Name], [Contact Details]. Read Also: Sample Request Letter For Degree Certificate Application For Bonafide Certificate From School By Parents To, The Headmaster/Principal, [School/College Name], [Address]. Subject - Bonafide Certificate Application Letter. Respected Sir/Madam/Principal, My son/daughter ABC [Name] is a bonafide student of class XX [Mention his/her class] in your school/college and has been studying since class xx for xx years. I need a bonafide certificate for him (indicate the reason, for example - Educational loans, Passport application, Scholarship, To open a bank account, To attend a seminar/conferences/workshops in other colleges). It is requested that a bonafide certificate for him being a student of your school/college may. So, I kindly request you to issue me a bonafide certificate. I shall be highly obliged to you. Thanking you. Yours truly, [Your name] [Signature] [Contact Details]. Application Letter For Bonafide Certificate From School For Bank Account To The Company Manager HR Department [Company Name], [Company Address], [Date]. Subject: Request for Bonafide Certificate Letter For Bank Account. Dear Sir/Madam, I would like to inform you that I am an employee of your company for the last few years with a clean reputation. I am required to produce a Bonafide certificate from my current employer for opening a bank account for as identity proof. Hence, I humbly request you to issue me a Bonafide certificate at the earliest. Here are my details: Employee Name: Organization/Company Name: Department Name: ID No: Organization Location: I am hereby attaching all the necessary documents for official purposes. I will be highly obliged if you grant me the favor. This is for your kind information and necessary action. Best Request Letter For Bonafide Certificate From College Sample & bonafide certificate format [Download] This bonafide certificate application sample Image How to write application for bonafide certificate from school by parents? Getting a bonafide certificate from a school or college is not a very difficult task. All you need to do is write a clear and perfect application letter. So you can follow the steps given below to write a perfect application letter. Write the place and date to the right-hand top corner. Write the To address in capital letter to avoid any sort of conclusion. Write the subject, mentioning the main idea of writing the letter. Greet the principal/headmaster. 1st para write precisely what you intend to say. Conclude with a requesting note. Documents Required for Bonafide Certificate - For Students Application Form/Handwritten letter Photocopy of the student's ID card Copy of Aadhar card (Not Mandatory) Copy of 10th/12th class marks sheet (Not Mandatory) Date of Birth Certificate (Not Mandatory) Fee receipt. For Employees Copy of Payslip Copy of Employee ID Card Date of Birth Certificate (Not Mandatory) Copy of Aadhar card (Not Mandatory) READ ALSO- Application For Fee Concession Uses of Bonafide Certificate You can use this certificate from any organization or institution in different areas of your life such as For Students To apply for educational loans To apply for various student scholarships To visit an industry for project To while seeking admission to colleges and universities To shifting new schools To visit an industry for project work To avail travel concessions To join a public library Proof of association Passport application Visa extension for students To repair your aadhar or other documentary processes To attend a seminar, workshops and conferences at other academic institutions or colleges For Employees To open a bank account To apply for a new job To avail a bank loan To attend a conference or an official seminar If required while applying for a pan card, and voter card. It may also be required while applying for a new passport. For more details visit the official website - indiafilings.com FAQ's on Application for Bonafide Certificate 1) How can I write application for bonafide certificate? To write a Bonafide Certificate letter we have already given some steps above which you can follow and if you can't write your Bonafide application letter by yourself then we have given more than 8 samples at the beginning of this post which you can copy without any problem for writing your own application for Bonafide Certificate. 2) How to write application for bonafide certificate from school by students? Dear sir/ma'am, I am \_\_\_\_\_ (student name), student of Class \_\_\_\_\_ at \_\_\_\_\_ (school name) need a bonafide certificate to \_\_\_\_\_ (apply for admission/open a bank account or any other your reason). I humbly request you to issue me the certificate as soon as you can. I shall be very grateful to you. Thanking You. 3) Why do we need a bonafide certificate? It can be used as evidence in a variety of government and private processes. As you can use it to repair your Aadhaar card and also apply for a new visa, to open a bank account, to apply for an educational or bank loan, to apply for a new job, there are some more uses of this certificate given above. Tip: Bonafide is a Latin word and in English it means "in good faith". 4) Who issues bonafide certificates? These types of certificates are usually provided by an organization or educational institution. Companies may also do so for their employees. The head of the administrative department or the head of the academic institution also provides such documents for a student. In the case of any other employee, the director, supervisor or manager of that company gives permission to give these certificates. 5) How long is bonafide certificate valid? This bonafide certificate is usually valid for 3 months. If your bonafide certificate has expired, you can apply for it again. You can just apply for it by writing a letter using the above bonafide certificate letter samples. 6) Who is a bonafide student? A 'bonafide' student is one who is enrolled in and succeeding in a full-time course of study that has a specific academic direction (not just filler or optional classes), and is also participating in a reasonable amount of college or school life with peers and he must also be the owner of a bonafide certificate. 7) What is the difference between study and bonafide certificate? According to my knowledge study certificate is given to a candidate who underwent training in a particular field or studied a particular subject and a bonafide certificate is usually used to denote the bonafide place and State of residence and is also known and called a Residence certificate of an individual. It is basically used to certify whether a student is studying in an institute or not. So, both certificates are completely different. 8) Is bonafide certificate necessary for the Aadhar card? It totally depends on you. you can use this certificate when making or repairing your Aadhaar card. But it is not mandatory. READ ALSO-



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