

*Authorization Template  
to be printed on Company's Letterhead*

[Date]

**The Chairperson  
Tariff Commission**

4th Floor West Insula Condominium  
135 West Avenue, Quezon City  
1105 Philippines

Subject: Authorization Letter to Apply for an Advance Ruling on Tariff Classification

Dear **Sir/Madam**:

Please be informed that I, *[Name of Importer/Exporter]*, hereby authorize Mr./Ms. *[Name of Authorized Representative]*, whose signature appears below, to act on my behalf regarding the application for an Advance Ruling on tariff classification for *[Good/s to be classified]*.

Mr./Ms. *[Name of Authorized Representative]* is also authorized to perform the necessary actions in connection with the aforementioned authority such as but not limited to the filling-up of forms, signing of documents, and the delivery of samples, brochures and other related information as may be required by the Commission.

Attached are copies of our government-issued IDs and company IDs for your reference.

Thank you.

Very truly yours,

*[Signature over Printed Name of  
Importer/Exporter] [Position]*

Authorized Representative:

*[Name of Authorized Representative]  
[Position]*