

Format for an authorization letter

Secretary
Ministry of Foreign Affairs
Colombo 01
(Date)

Attention: Senior DG: Consular Affairs

Delegation of authority to Mr. Mrs.....(name of the authorized person)
for attestation of Police Clearance Certificate issued on behalf of.....
(name of the authorizer)

I,.....(name in full), bearer of the Sri Lankan Passport number/ NIC number.....(indicate the number clearly) fully authorize Mr/Mrs./Ms.....(name in full of the authorized person), bearing the Sri Lankan Passport number/ NIC number.....(indicate the number clearly) to get my police clearance certificate attested from the Consular Affairs Division of the Ministry of Foreign Affairs, Sri Lanka.

By placing my signature hereon, I solemnly take the full responsibility of any negative consequences that may occur by producing the attached Police Clearance Certificate to any other purpose than its specified purpose.

(Signature of the authorizer as in the passport) "