

# Authorization form

Use this authorization form if you are a contractor and unable to take receipt of your order and/or sign the contract in person.

- 1. The person you grant the authorization to (the authorized representative) must be 18 years or older.**
- 2. You are responsible for any action performed by the authorized representative.**  
This means that if the authorized representative signs the contract, you are legally bound to this contract.
- 3. The authorization will remain valid for one (1) month** after the day it is signed by the contractor and the authorized representative, and can be used only once.
- 4. Delivery of the parcel to the authorized representative:**

## Delivery of the parcel

### 1. Courier receives:

- This authorization form

### 2. Courier checks:

- The authorization
- The authorized representative's ID
- The contractor's ID or a copy thereof

### 3. Authorized representative:

- Signs the contract

### 4. For archiving purposes, courier scans:

- Both IDs
- The authorization form
- The signed contract

### 5. Courier collects:

- The signed contract
- The authorization form

### 6. Authorized representative receives:

- The parcel
- A copy of the contract

## Authorization

By signing this form, (name of contractor) ..... authorizes

the following person (name of authorized representative) .....  
to perform once only the actions described under point 4.

Date: .....

Location: .....

Signature of contractor

Date: .....

Location: .....

Signature of authorized representative