

**Dated :**

To,  
**The Officer,**  
USA OFC Centre  
**<<<CITY>>>**

**Subject: - Authorization Letter for Collection of my Passport**

Respected Sir/ Madam,

I, **<<<Applicant's Name>>>** (holding an Indian passport number **<<<Passport Number>>>**) hereby, authorize \_\_\_\_\_ (of Jetsave India Tour Pvt Ltd) for collection of my passport & other relevant documents on my behalf.

Details of my passport are as below:

**Name:**

**Passport No:**

Kindly handover my passport and & other relevant documents to the bearer of this letter and oblige me.

Thanking You.

Yours Faithfully,

**<<<Applicant's Signature>>>**

**<<<Applicant's Name>>>**

**<<<Mobile Number>>>**