This Letter of Authorisation (**LOA**) should be used when a director of an organisation:

* registers a Sender ID on behalf of the organisation with Twilio
* authorises an employee of the organisation to register a Sender ID on behalf of the organisation with Twilio

This LOA will need to be provided to Twilio.

[COMPANY LETTERHEAD]

Twilio Singapore PTE. LTD.

[8 Marina Boulevard #05-02](https://www.uen.gov.sg/ueninternet/faces/pages/uenSrch.jspx)

M[arina Bay Financial Centre](https://www.uen.gov.sg/ueninternet/faces/pages/uenSrch.jspx)

S[ingapore, 018981](https://www.uen.gov.sg/ueninternet/faces/pages/uenSrch.jspx)

Date:

Place:

Subject: Letter of Authorization

Dear Sir/Madam:

I <**Full Legal Name of Person**> acting in my capacity as a director of <**Company Legal Name**> a company incorporated in <**Place of Incorporation**> with unique entity number (**UEN**) <**Number**> (**Company**) hereby certifies, represents and warrants that:

1. the following persons are authorised to give instructions to you in relation to the sending of messages with the Sender ID(s) (**SID**) specified below in Singapore on behalf of the Company, and the authorisation shall remain in effect until our notification to you in writing that the authorisation is revoked:

|  |  |  |
| --- | --- | --- |
| **Full Legal Name** | **NRIC No. or equivalent ID document if non-Singaporean** | **Designation or relationship with the Company** |
|  |  |  |
|  |  |  |

**Delete 1 and table above if registration is being undertaken by a director of the organisation.**

1. the protected Sender ID(s) specified below have been registered by the Company on the Singapore SMS Sender ID Registry; and

1. no other person or entity has the right to use or cause the distribution of the Sender ID(s) specified below.

The protected Sender ID(s) are as follows:

1. XXX

2. XXX

3. XXX

The Company acknowledges and consents that you may contact the Company to verify the matters set out above.

Yours Sincerely,

**For and on behalf of** <**Company Name**>

**<Signature>**

**<Name>**

Director of the Company

<**NRIC No. or  or equivalent ID document if non-Singaporean>**