

代領授權書 Authorisation Letter

任何未能親身領取相關文件之人士，可填寫及簽署本授權書以授權他人代領，但代領人於取件時必須出示本授權書、授權人的香港身份證副本和代領人的香港身份證供核實之用。

Anyone who cannot collect the following documents in person may authorise a representative to collect them on his / her behalf by completing and signing this authorisation letter. The authorised representative must present this letter, the authoriser's copy of Hong Kong identity card/passport and the authorised representative's Hong Kong identity card/passport for verification when collecting the documents.

請將不適用刪去 Please delete where inappropriate

本人 _____ (身份證/護照號碼：_____)，

現授權 _____ (身份證/護照號碼：_____) 代為領取以下文件：

I, _____, authorise *Mr / Ms _____, holder of

Hong Kong identity card no. _____, to collect the following document(s) on my behalf:

醫療賠償申請書
Medical Claim Form

正式收據
Official Receipt

身體檢查報告
Medical Examination Report

病理化驗報告
Pathology Report

影像診斷報告 (X光, 超聲波等)
Imaging Report (X-Ray, Ultrasound, etc.)

其他 (請註明):
Other (Please Specify):

授權人簽署

Authoriser's signature

日期 Date :