

SAMPLE PROXY LETTER

Please print on your organisational letterhead

Date:

Attention:
National Public Transport Regulator
Department of Transport
159 Forum Building
Cnr Strubben & Bosman Street
Pretoria
0001

SUBJECT: PROXY FOR APPLICATION FOR ACCREDITATION AS A TOURISM TRANSPORT OPERATOR

To Whom It May Concern

With reference to our application for accreditation as a Tourism Transport Operator, we wish to inform you that our organisation, *name of organisation*, will be represented by, *name of individual*, who is fully authorised to make the application, provide documentation and serve as the contact person between the organisation and the NPTR.

Yours sincerely

Name
Title
Signature