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AUTHORISATION

for the receipt of mail items listed in this document.

Please read the information overleaf before completing and signing the authorisation.

Particulars of grantor(s):	Name ¹⁾ :	Name and registered seat of organisation ²⁾ : _____	
	Name at birth:		
	Mother's maiden name:	Company registration number of the organisation, or the name of the institution ordering registration and the registration number of the organisation: _____	
	Place and date of birth:		
	Proof of personal identity (name and number of official document):	The organisation does not have a company registration number or other registration number <input type="checkbox"/>	
	Address the receipt of arriving mail is authorised for: _____		
	Name ¹⁾ :	Name and registered seat of organisation ²⁾ : _____	
	Name at birth:		
	Mother's maiden name:	Company registration number of the organisation, or the name of the institution ordering registration and the registration number of the organisation: _____	
Place and date of birth:			
Proof of personal identity (name and number of official document):	The organisation does not have a company registration number or other registration number <input type="checkbox"/>		
Address the receipt of arriving mail is authorised for: _____			
Particulars of authorised representative(s):	Name ¹⁾ :	Name and registered seat of organisation ²⁾ : _____	
	Name at birth:		
	Mother's maiden name:	Company registration number of the organisation, or the name of the institution ordering registration and the registration number of the organisation: _____	
	Place and date of birth:		
	Proof of personal identity (name and number of official document):	The organisation does not have a company registration number or other registration number <input type="checkbox"/>	
	Name ¹⁾ :	Name and registered seat of organisation ²⁾ : _____	
	Name at birth:		
	Mother's maiden name:	Company registration number of the organisation, or the name of the institution ordering registration and the registration number of the organisation: _____	
	Place and date of birth:		
Proof of personal identity (name and number of official document):	The organisation does not have a company registration number or other registration number <input type="checkbox"/>		

Please mark the appropriate answers below with an X

This authorisation is for a single occasion³⁾ and the identification number of the mail item concerned is:

This authorisation is valid for a limited period of time³⁾ until / indefinitely³⁾ : _____

This authorisation covers the receipt of the following items:⁴⁾

All mail items⁵⁾

All mail items except mail items to be delivered to the grantor in person (official document for delivery to addressee in person, letter delivered to the addressee only, postal parcel with the delivery to addressee in person additional service, international letter mail and domestic postal money order)

Only specific mail items, which are _____

Signature(s) of grantor(s) or authorised company signature: _____ _____ _____	Witness: _____ _____ Address: _____ Witness: _____ Address: _____
L.S.	
The authenticity of the signature(s) of the grantor(s) certified by (signature of postal clerk): _____	Place and date of signature of the authorisation: _____

INFORMATION AND EXPLANATORY NOTES

Please read before completing the authorisation overleaf.

Please complete the authorisation legibly as applicable.

I request the certificate of authorisation to be sent to the following address:

Explanatory notes for the reference numbers marked overleaf:

- 1) This information must be given if the grantor and/or the authorised representative is a natural person.
- 2) This information must be given if the grantor and/or the authorised representative is a legal person, legal entity without legal personality or other organisation (hereinafter together 'organisation'). If the organisation does not have a company registration number or other registration number, place an X in the box.
In addition to the authorisation for an organisation, an authorisation for a natural person is also required. On an authorisation for an organisation, the organisation authorised to receive the mail and the organisation granting authorisation to a natural person must be the same. Magyar Posta does not check the existence of both authorisations when issuing certificates of authorisation.
- 3) You must indicate whether the authorisation is for a single occasion, for a limited period of time or for an indefinite period of time. If no statement is made in the authorisation regarding the period of time the authorisation for the receipt of mail is valid for, it will be valid from the date of issue until it is revoked. If the authorisation is for the receipt of a single mail item only, you must give the identification number of the mail item.
- 4) The authorisation may cover official documents, telegrams, letter mail, parcels, money orders and items containing writing for the blind. For the receipt of mail posted with the insured additional service authorisation must be granted in a private document of full probative value in the form pursuant to points c) to e) of paragraph (1) of Section 196 of Act III of 1952 on civil procedure. Authorisation for the receipt of money orders may not be granted in a private document of full probative value.
- 5) If the grantor grants authorisation for the receipt of all mail items, the authorisation will cover the receipt of all mail items without exception, including official documents for delivery to addressee in person, letters delivered to the addressee only, as well as postal parcels posted with the delivery to addressee in person additional service, international letter mail and domestic postal money orders.

This authorisation may either be certified by the signature of a postal clerk or may be signed by two witnesses and will thus be considered a private document of full probative value. Authorisation may also be given in a public document or a private document of full probative value. The signature of the grantor may be certified by a postal clerk authorised for this purpose at any postal service outlet, or Magyar Posta may authorise the delivery worker performing delivery in the area and such an authorisation will be valid for the entire postman's walk with the exception of authorisations for a single occasion. If the authorisation is certified by a postal employee, it does not need to be signed by witnesses. The authorisation granted by a person cared for by a health or social institution may be certified by the signature of the head of the institution or his or her agent, and the authorisation granted by a person who is subject to deprivation of liberty, detention or court-ordered supervision may be certified by the signature of the head of the detention facility or his or her agent and by the seal of the institution.

If the grantor is unable to write, has no knowledge of Roman script or is prevented from writing for any other reason, two adult witnesses may sign the authorisation in lieu of and on behalf of the grantor indicating their capacity.

The authorisation entitles the holder of the authorisation to receive mail at the place indicated in the address of the mail item and at the designated delivery point for the address.

Magyar Posta keeps the authorisation and, except for authorisations for a single occasion, issues a certificate of authorisation to the authorised person(s), which must be used to verify their entitlement to receive the mail specified in the authorisation. Certificates of authorisation are made out in the name of the authorised representative(s). For authorised representatives, only documents are accepted as proof of identity that, besides the name of the representative, bear at least one other particular that establishes identity which is also included in the authorisation (certificate of authorisation). If the name and number of the official document specified for proving personal identity changes, please notify Magyar Posta of the change within 15 days in order to have the certificate of authorisation amended.

More than one person or organisation may be authorised by a single authorisation. (If there are three or more grantors or authorised representatives, a separate list must be issued and appended to the authorisation.) More than one person or organisation may also authorise a joint authorised representative, either a private person or an organisation.

Authorisations become void upon the delivery of the item in the case of authorisations for a single occasion, after the period of validity of an authorisation for a limited period of time has elapsed, or upon its revocation, the resignation of the authorised representative, the dissolution, transformation or change of name of the granting or authorised organisation, the winding up of the granting or authorised organisation, or the demise of the grantor or authorised representative.