

[Please copy and upload on your organization's letterhead]

Date _____

Stripe Payments Singapore Pte. Ltd. ("Stripe Payments") is the payment processor for Shopify Payments (Singapore). Stripe Payments requires the following letter of authorization as part of the onboarding requirements for Shopify Payments.

Letter of Authorization

Dear Sir(s),

Letter of Authorization

Business name _____; **UEN** _____ (the "User") hereby authorizes the following individual to act for and on behalf of the company in handling all matters related to the management of its Stripe account(s), including the provision of any further documentation or information which Stripe requires for the ongoing operation and management of the account:

Business Representative

The individual managing the Stripe account.

Name _____ Job Title _____

Authorizer

The Authorizer must be different from the Business Representative listed above and have the authority to designate representatives for the company.

Name _____ Job Title _____

The authorisation confirmed above will remain effective until the User notifies Stripe in writing that it has replaced its representative with another person or that the named individual is no longer authorized. The User hereby confirms that it will indemnify Stripe from any liability which may result from Stripe's reliance on the above instructions. The User further consents and instructs Stripe to confer as needed with the above-listed individuals and to disclose the User's confidential account information to them for purposes of customer service and support.

Yours faithfully,

Authoriser's Signature

Name _____

Title _____

For and on behalf of the User

Requirements:

1. *If Stripe so requests, the User shall provide its most recent Board Resolution and/or List of Signatories to validate this authorisation.*
2. *This authorisation must be provided on behalf of the User by an appropriately authorized person that is not one of the named individuals above, for instance it can be signed by the Partner (for Partnership), or the Director (for Companies), and be listed in ACRA as an Officer. However, if the authorized representative is the sole owner or director of the User, he or she may sign the letter.*
3. *If you are not an entity listed in ACRA, such as a Charity, Society, MCST, etc. the authoriser must be one of the Key Executives/Officers of the Organisation, such as the President, Chairman, or the Treasurer.*
4. *If you are a Singapore Government entity, the authoriser must be listed in the Singapore Government Directory.*
5. *Please refer to [this guide](#) for the list of individuals who may provide the authorisation.*

