

To whom it may concern,

We, [Company legal name], authorise [Authorised Representative – full name] to act on behalf of the company to complete onboarding, set up accounts, and handle related matters with Remote Payment Services.

This includes, where they have the right permissions in the Remote platform, adding and removing users (including administrators) and approving and carrying out payments. Any payment activity must stay within the limits, thresholds, and controls set by the company and supported by Remote Payment Services, including any dual approval, segregation of duties, accessing employee data, or transaction limits.

This authorisation also covers submitting information, making declarations, signing onboarding documents, and carrying out other actions that are reasonably necessary to complete onboarding and manage the company's account, within the permissions and controls available in the Remote platform.

The company undertakes that it will provide Remote Payment Services with any official ID documents for each authorised representative as may be required under Remote Payment Services' policies and that it will ensure that such representatives will cooperate in remote identification if needed.

We confirm that:

- Existing administrators of the company's Remote account, who have access under Remote's role-based permission framework, may act for the company to the same extent as the authorised representative, within their assigned permissions.
- Future administrators, once added and granted permissions in the Remote platform, may also act for the company within the scope of those permissions.
- Any delegation, change, or reassignment of administrative rights happens only through the Remote platform's access-control tools and remains subject to relevant policies, regulatory requirements, and internal controls.

The company remains responsible for making sure that all authorised persons and further individuals added as an admin on the Remote platform, act within their permissions and follow applicable laws, regulations, and contractual obligations and the company shall be responsible for any and all actions of users.

This letter does not change or expand any technical, procedural, or regulatory limits set by Remote Payment Services.

This authorisation shall remain valid until revoked in writing by the company. Any such revocation shall be communicated to Remote Payment Services by an authorised signatory of the Company and shall take effect on receipt.

Signed for and on behalf of [Company legal name]:

Name: [Director / authorised signatory]

Title: [Title]

Signature: _____

Date: [Date]