

Use this format for non-profit organization and please provide information requested on Organization's official letterhead.

Date:

TO: Chairperson, CARNIVAL Committee
75th Liberation Festivities
Guam Island Fair
Suite 111F
J & G Commercial Complex
Hagatna, Guam

SUBJECT: LETTER OF AUTHORIZATION

Dear Sir:

We are submitting a Bid to operate a concession, namely

_____ /
during the 75th Liberation Festivities Guam Island Fair Carnival from June 5 to August 3, 2019. Our nonprofit organization is duly registered and is in good standing with the Department of Revenue and Taxation.

List 5 officers or members who are responsible for the operation of the concession with their titles and contact numbers:

- 1.
- 2.
- 3.
- 4.
- 5.

Name and contact number of organization representative or manager of the concession:

_____ Contact Number _____