

[Company Letterhead]

[DATE]

Wes Jurey  
Arlington Chamber of Commerce  
505 E. Border Street  
Arlington, Texas 76010

Dear Mr. Jurey,

As           [Position at Company]           of                           [Company Name]                          , located at                           [Company Address]                          , I hereby authorize the following employees to serve as designated individuals of our company to seek Certificates of Origin as may be needed for international shipments of our products. I understand that they will be required to sign an affidavit on behalf of our company certifying the origin of all products listed on the Certificate of Origin. I also understand that our company must be a “member in good standing” with the Arlington Chamber of Commerce and must renew this list of authorized company representatives annually and/or whenever the company desires to add or eliminate authorized company representatives to this list.

<b>Employee Name</b>	<b>Position</b>	<b>Texas Driver’s License Number</b>

In consideration for the Chamber’s execution of such Certificate, the Affiant for itself and for the Company covenants and agrees to indemnify, defend and save harmless the Chamber, its agents, servants, employees, principals, officers, directors, members, successors and assigns from and against any and all costs (including, without limitation, reasonable attorneys’ fees), liability, losses, judgments, claims, demands, actions and causes of action made by or on behalf of any third party by reason of (a) such materials or any parts thereof originating other than in the United States or (b) any incorrect or incomplete information contained in or attached of said Certificate.

Sincerely,

[Senior Company Representative Name]  
[Corporate Title]