**Kigali,…./……2016**

Company names:

Full address:

 **TO WHOM IT MAY CONCERN**

Dear Sir/ Madam

**Re:** Authorization to get information on the… ……………………………………………… (Insert company name) from any source by **the Institution of Engineers Rwanda (IER)**

**This letter serves to allow the Institution of Engineers Rwanda (IER) to access the information regarding our company and most especially on the following issues:**

1. Any assignment/ project performed by our company within the last five years,
2. TPR and social security fund paid to Rwanda revenue Authority, this serves to verify whether the submitted Technical Director is a permanent staff employed by the company.

**Declaration**

1. We fully understand that, in case, the information given above is found false, then the Institution of Engineers Rwanda will have the right to withdraw the issued practicing Certificate.

**We thank you for your cooperation.**

**Date and signature (and Company stamp):**

**Names and Title of legal representative of the company.**