

**AUTHORISATION FORM**  
**(For Return of ITE Graduation Attire)**

<b>Graduand Details</b>	
<b>Full Name of Graduand</b>	
<b>Last 4 Alphanumeric Characters of Student ID.</b> (e.g. XXXXX655A)	
<b>Last 2 digits of Registered Address Postal Code</b> (e.g. XXXX56)	
<b>College</b> (Please circle one)	ITE College Central / ITE College West / ITE College East
<b>Authorised Person Details</b>	
<b>Authorised Person Full Name</b>	
<b>Relationship to Graduand</b>	
<b>Authorisation Declaration</b> I, the undersigned Graduand, hereby authorise the above-named person to return the ITE Graduation Attire and Collect my Rental Deposit on my behalf.	
<b>Graduand Signature</b>	
<b>Date</b>	

The authorised person must present the following documents when returning the ITE Graduation Attire:

1. Duly Completed Authorisation Form (Return of Graduation Attire); and
2. Your Hardcopy Rental Receipt, in order to collect your Rental Deposit.

**Note: Failure to produce the Hardcopy Rental Receipt will result in the forfeiture of your full Rental Deposit.**