



AUTHORIZATION LETTER

My name is:....., I authorize Mr./Ms.:
..... with the following information:

- Full Name:
- ID/Passport number:
- Tel:
- Email:

to be on my behalf to contact Lotusmiles Program to perform transactions related to my Lotusmiles Account, including:

- request to get account activity information
- Request for awards
- Claim for Retrospective Miles
- Mile purchase/transfer

This authorization letter is valid from:..... to:.....

Documents required for authorization:

- Authorization Letter
- Lotusmiles membership card or photo of Lotusmiles membership card
- Copy of member's ID/passport
- Copy of the ID/Passport of the Authorized person

Notes:

- When an authorized person gets awards at a Vietnam Airlines sales office or branch, he/she must present the originals of the above documents.
- A member can only authorize to a single person at a certain period of authorization.

I agree with the Lotusmiles Terms and Conditions and [Privacy Policy](#) of Vietnam Airlines.

Date: / /

Member signature

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