



**會員帳戶管理授權委託書(請以英文大寫字母填寫)**

**AUTHORIZATION PAPER**

I, the undersigned, hereby authorized Ms/Mr:………………………..with the following information:

立書人特此授權下列受託人:

* Full name受託人姓名:
* Identity/passport number證件/護照號碼:
* Phone number聯絡電話:
* Email信箱:

to act on my behalf in all possible manners to my Lotusmiles account, including:

代為管理本人會員帳戶相關事宜，項目如下:

Request to be provided my account activities 帳戶資訊查詢

Redeem my miles 哩程兌換

Claim my missing miles 哩程補登

Buy/transferring my miles 哩程購買與轉讓

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

此授權有效期限:

|  |  |
| --- | --- |
| **Required documents when authorizing**  **授權申請應備文件:**   * *Scan copy of Lotusmiles membership card會員卡影本* * *Scan copy of member’s identity card/passport 會員身分證/護照影本* * *Scan copy of Authorized person’s identity card/passport 受託人身分證/護照影本* * *In case the authorized person request the award at Vietnam Airlines branch offices, he/she is required to present the original copies of all documents above. 受託人亦需備齊上述所有文件以利後續申請獎勵兌換事宜* | I agree the [Privacy Policy](https://www.vietnamairlines.com/en/terms-and-conditions/privacy-policy) of Vietnam Airlines  我已詳閱並同意越南航空隱私政策  **Member’s signature 會員簽名**  *Date日期: / /* |

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*Note: Each member can assign to only 01 person in a certain period*

*每位會員僅能於指定期間內授權一位受託人代為管理其帳戶.*