



Power of Attorney

How it works

The power of attorney is a written authentication that is required in some circumstances. It's necessary to have one :

- If you register your company at our French address
- If we may receive certified letters on your behalf

1- Your power of attorney

Every power of attorney is valid for one person. If you represent an entity, your entity name must figure on the document.

The document is established to :

Célia MELIS
890 chemin des Delphiniums
83190 OLLIOULES
FRANCE

1.1- How to do it in France

You can go to any French Post Office with a passport.

- You ask to fill their form called "Procuration Postale".
- The form should be filled with your name and the name of M. Gilbert Schaffer or Globe Services (as indicated upper).
- The document should be signed and stamped by a post agent to be valid.
- This operation is free.
- The original document will be sent internally to our local French post office.

→ It's also mandatory to advise us by **sending** the **duplicata** provided by email.

1.2- How do it in your country

If you are abroad, you have different possibilities:

- Establish the power of attorney in a French Embassy
- Establish the power of attorney with a notary or a lawyer
- Wait for a journey in France to go to any post office and do the « procuration postale »

→ **Use the below template** with the legal representative if you don't do the « procuration postale » in a French Post office.

→ Require in the same time to the **legal representative to certify** your personal ID.

2- Inform us about your power of attorney

To forward your power of attorney, you have choose between one of these ways :

BY UPLOADING :

In your online accesss (« My data/My documents »)

BY POST :

Registration Service French Office
350, chemin du Pré Neuf
38350 LA MURE
FRANCE



-Template -

As soon as we receive your power of attorney, we will receive a confirmation by email within 48 hrs

POWER of ATTORNEY for Mails SERVICES

First Name :

Family Name :

Entity Name (if any) :

Address :

Hereby appoint

First Name : Célia

Family Name : MELIS

**Address : VISADOM- CDV French Office
890 chemin des Delphiniums – 83190 OLLIOULES, FRANCE**

As my agent for Mails Services and I authorize my agent to :

- Manage all my correspondence that come to CDV French Office Address**
- Receive all certified, registered, international correspondence from private parties, business and government organizations**
- Subscribe to Mail Forwarding Contracts with the French Post Office if I require it**

This power of Attorney is durable and valid till its cancellation or till the end of any contract with Globe Services CDV French Office

Name of Attorney :.....

Registration Number :.....

Address and country :

Date.....

Applicant Signature

Notary Seal and signature