

Form BN 05-1 (Demand of Letter Agency Hiring)

(Company's Letter Head/ address, contact no. email)

Date:

Permanent Secretary

Ministry of Labour

Bangkok, Thailand

Dear Sir,

We, as per our Power of Attorney dated..... Do place an order for
.....(Name of recruiting company in
Thailand) to select and recruit Thai worker (s) as follows:

Location of project.....

Nature of Project.....

No. of Worker (s)

Designation

Salary per month

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Qualifications

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.....

The worker is to be recruited under the following terms and conditions of service:

1. Period of contract.....
2. Accommodation.....
3. Working hours.....
4. Medical facilities.....
5. Overtime conditions.....
6. Annual leave.....
7. Insurance coverage.....

Yours faithfully,

.....

(.....)

Authorized Signature and seal of Company

Form BN 05-2 (Demand of Letter Agency Hiring)

(Company's Letter Head/ address, contact number, email)

Power of Attorney

We.....

Address.....

A company registered and organized under the law of Brunei Darussalam Company Registration Number:

.....Address :.....

Contact number:Email:

Do hereby appoint Director-General, Department of Employment (or.....

(name of Thai overseas recruiting company) to do and perform any of all the following acts:

1. To be our true and lawful attorney and recruiting agent in Thailand for the purpose of handling all affairs concerning recruitment of Thai worker to employed by our company.
2. To sign all necessary documents and employment contracts required by the laws and regulation of Thailand.
3. To make the necessary arrangements for the worker to come to work in Brunei Darussalam
4. To delegate this Power of Attorney to another people, if necessary, for the above-mentioned purposes.

In witness whereof we have executed this document on.....

Authorized signature and company seal

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