JARED OTIENO

P.O. Box 79459

Nairobi 00100, Kenya

13th January, 2025

The Registrar

Taita Taveta University

P.O. Box 635, 80300

Voi, Kenya

Dear Registrar,

**RE: Authorization to Collect Degree Certificate**

I hope this letter finds you well. I am writing to formally authorize my friend, Joseph Indieka Omuyaku, to collect my degree certificate on my behalf. Due to work commitments in Nairobi, I am unable to personally visit the university to collect the certificate, and I am uncertain when I will be available to do so.

To facilitate this process, I have attached the following documents:

1. My original National Identification Card.
2. This letter of authorization, duly signed.

Please allow Joseph Indieka, whose identification details will also be provided, to collect the certificate on my behalf. Kindly confirm if any additional documentation is required.

I appreciate your assistance and understanding in this matter. Should you need to reach me for further clarification, please contact me at +254114630815 or ojared511@gmail.com.

Thank you for your kind cooperation.

Yours sincerely,

Jared Otieno

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