

## SPECIAL POWER OF ATTORNEY – POA & More

For Processing of Documents – Enhanced Version

### INTRODUCTION

This Special Power of Attorney (SPA) authorizes the affiants to appoint an Attorney-in-Fact to act on their behalf for processing documents, obtaining official papers, and completing related procedures efficiently. This enhanced version is prepared by POA & More to ensure clarity, legal compliance, and ease of use.

### 1. AFFIANTS INFORMATION

Affiant 1 Full Name: \_\_\_\_\_

Affiant 2 Full Name: \_\_\_\_\_

Nationality: \_\_\_\_\_

Passport / ID Number: \_\_\_\_\_

Residential Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### 2. ATTORNEY-IN-FACT INFORMATION

Full Name of Attorney-in-Fact: \_\_\_\_\_

Nationality: \_\_\_\_\_

Passport / ID Number: \_\_\_\_\_

Residential Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### 3. ALTERNATE ATTORNEY-IN-FACT (Optional)

Full Name: \_\_\_\_\_

Nationality: \_\_\_\_\_

Passport / ID Number: \_\_\_\_\_

Residential Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### 4. SCOPE OF AUTHORITY

The Attorney-in-Fact is granted full authority to:

Represent affiants and assist their child/children in applications for passports, visas, and travel clearance.

Apply for and obtain the following documents in the Philippines:

Document 1: \_\_\_\_\_

Document 2: \_\_\_\_\_

Document 3: \_\_\_\_\_

Document 4: \_\_\_\_\_

Document 5: \_\_\_\_\_

Document 6: \_\_\_\_\_

Claim and release all obtained documents from government or private offices.

Apply for authentication (Apostille Certification) at the Department of Foreign Affairs.

Execute and sign all necessary documents required for the above purposes.

#### 5. DECLARATION

We, the affiants, hereby give and grant full authority to our Attorney-in-Fact to act on our behalf in accordance with the powers stated above.

#### SIGNATURES

Affiant 1 Affiant 2 Attorney-in-Fact

\_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_

#### WITNESSES

Witness 1 Name & Signature Witness 2 Name & Signature

\_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

Prepared by POA & More – Your Trusted Partner for Notary & Legal Services in Dubai.