



**Service Nova Scotia and  
Internal Services**  
IFTA Unit  
PO Box 755  
Halifax, Nova Scotia B3J 2V4

**International Fuel Tax Agreement (IFTA)**  
**Letter of Authority**  
**Authorization Form**

Phone: 902-424-2850  
1-800-565-2336 Toll Free Within Nova Scotia

A Letter of Authority must be submitted if a Carrier intends to have any person or agent act on behalf of the Carrier or to represent the Carrier other than the Owner or Principal Officer or Director as listed with the Nova Scotia Registry of Joint Stocks. The Letter of Authority must be submitted annually with your IFTA licence renewal application.

Any requests for information, quarterly reports or decals made by an unauthorized representative will not be accepted.

**Applicant/Carrier Information (Please print)**

**IFTA Account No.**

Carrier Name	Phone #	Ext #
Civic Address (Civic Number and Street/Road/HWY)	Email	
Mailing Address (PO Box or RR)		
City/Town	Province	Postal Code

**Authorized Signing Officer for Carrier:**

(Owner or Principal Officer or Director as listed with the Nova Scotia Registry of Joint Stocks)

Name	Date	
Signature _____	Phone #	Ext#
Title	Email	

I hereby authorize the undersigned person or agent to act on behalf of the Carrier or to represent the Carrier in the administration of my IFTA account. This includes submitting tax reports, placing decal requests, picking up decals and other documentation and serving as a representative for my account.

The carrier accepts and agrees to all terms and conditions associated with the issuance of an IFTA licence in the Carrier's name as requested by the authorized person or agent.

Should the Carrier wish to terminate the above permission, a letter requesting the termination must be sent to the IFTA Administrator. Termination of the permission will be as of the date of receipt of the letter.

**Person or Agent Authorized to Act on Behalf of or to Represent Carrier**

Name	Date	
Signature _____	Phone #	Ext#
Title (Provide employee's title or indicate if an agent)	Email	

**Note:** If authorization is required for more than one person or agent, complete a separate form for each person or agent.

**For More Information on the IFTA Program**

**Website:** novascotia.ca/programs-and-services/international-fuel-tax-agreement-ifta  
**Call:** 902-424-2850 or 1-800-565-2336 toll free in Nova Scotia