

Customs Duty Payment Dispute Letter

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Recipient Name]
[Recipient's Title]
[Customs Authority/Department Name]
[Address]
[City, State, Zip Code]

Subject: Dispute Regarding Customs Duty Payment for [Invoice/Receipt Number]

Dear [Recipient Name],

I am writing to formally dispute the customs duty payment assessed on [insert date of assessment] for the shipment with the invoice number [insert invoice number].

According to the documentation provided, the customs duty was calculated at [insert percentage or amount], which I believe is incorrect for the following reasons:

- [Reason 1: e.g., Incorrect valuation of goods]
- [Reason 2: e.g., Misclassification of goods]
- [Reason 3: e.g., Applicable exemptions not considered]

I have attached the relevant documents, including the invoice, shipping documents, and any prior correspondence regarding this matter. I respectfully request a review of this case and a reevaluation of the customs duty assessed.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]
[Your Position/Title, if applicable]

Attachments: [List of attached documents]