

Follow-Up on Customs Clearance Status

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on the customs clearance status of our shipment with tracking number [Insert Tracking Number], which was scheduled for clearance on [Insert Expected Clearance Date].

As the shipment is vital for our operations, we would appreciate any updates you may have regarding its status. If there are any issues or further documentation required, please do not hesitate to inform us so we can address them promptly.

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

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]