

# Export Packing List Submission for Verification

Date: [Insert Date]

[Recipient's Name]

[Recipient's Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to submit the export packing list for your verification as part of our upcoming shipment scheduled for [Insert Shipment Date]. The details are as follows:

## Packing List Details:

Item Number	Description	Quantity	Weight	Dimensions
[Item Number1]	[Description1]	[Quantity1]	[Weight1]	[Dimensions1]
[Item Number2]	[Description2]	[Quantity2]	[Weight2]	[Dimensions2]

Please let us know if you require any further information or clarification. We appreciate your prompt attention to our submission and look forward to your verification.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]