

Export Shipping Authorization

Date: [Insert Date]

To: [Recipient's Name]
[Recipient's Company]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

This letter serves as formal authorization for [Third-Party Handler's Name], located at [Third-Party Handler's Address], to act on our behalf in handling the export of our goods. We are providing them with all necessary documentation and authorizations to facilitate the shipping process.

Details of the shipment are as follows:

- Product Description: [Insert Product Description]
- Quantity: [Insert Quantity]
- Destination: [Insert Destination]
- Shipping Date: [Insert Shipping Date]

Please direct any questions or communications regarding this shipment to [Your Name] at [Your Contact Information].

Thank you for your attention to this matter.

Sincerely,

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