

# Fragile Cargo Handling Recommendations

Dear [Shipping Agent's Name],

We hope this letter finds you well. As our valued shipping partner, we would like to provide you with specific handling recommendations for fragile cargo to ensure its safe transportation.

## Handling Recommendations:

1. Always label boxes as "FRAGILE" and "HANDLE WITH CARE".
2. Use appropriate cushioning materials such as bubble wrap, foam, or packing peanuts.
3. Ensure that fragile items are securely packed and do not move within their containers.
4. Avoid stacking heavy items on top of fragile cargo.
5. Train all staff on proper handling procedures for fragile items.
6. Inspect cargo upon arrival for any visible damage and report any concerns immediately.

Thank you for your attention to these important guidelines. We appreciate your cooperation in handling our fragile cargo with the utmost care.

Sincerely,  
[Your Name]  
[Your Position]  
[Your Company]  
[Contact Information]