

Letter of Confirmation of Import Quota Allocation

Date: [Insert Date]

[Your Name]
[Your Position]
[Your Company Name]
[Company Address]
[City, State, Zip Code]

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

Dear [Recipient's Name],

We are pleased to inform you that your application for the import quota allocation has been successfully approved. As per our records, you have been allocated a quota of [insert number or description of the quota] for the period of [insert time period].

Please find attached all relevant documents pertaining to your allocation. Ensure compliance with the stipulated regulations as outlined in our previous correspondence.

If you have any questions or require further assistance, please do not hesitate to contact us at [insert contact information].

Thank you for your cooperation.

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