

# Import Quota Confirmation

Date: [Insert Date]

To: [Recipient Name]

Company: [Recipient Company Name]

Address: [Recipient Address]

Dear [Recipient Name],

We are writing to confirm the import quotas that have been allocated to your company for the upcoming import period. Please find the details below:

## Import Quota Details

- Product: [Product Name]
- Quota Amount: [Number of Units]
- Quota Period: [Start Date] to [End Date]

This confirmation is necessary for compliance purposes and should be retained for your records. Please ensure that all imports align with the specified quota limits.

If you have any questions or require further clarification, please do not hesitate to contact us at [Your Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]