

Letter of Customs Clearance Fee Arrangement

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

We hope this letter finds you well. We are writing to confirm the customs clearance fee arrangement for the upcoming transport services scheduled for [Insert Date of Transport]. As per our discussion, we have outlined the following details regarding the customs clearance fees:

- Transport Service Provider: [Provider Name]
- Customs Clearance Fees: [Insert Fee Amount]
- Payment Due: [Insert Due Date]
- Method of Payment: [Insert Payment Method]

Please ensure that the payment is made by the due date to avoid any delays in the clearance process. If there are any questions or further arrangements needed, do not hesitate to reach out to us.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]