

Customs Declaration Request

Date: [Insert Date]

To: [Customs Authority Name]

Address: [Customs Authority Address]

Subject: Request for Customs Declaration

Dear [Customs Officer's Name],

I am writing to formally request a customs declaration for the following shipment:

- **Sender's Name:** [Sender's Name]
- **Recipient's Name:** [Recipient's Name]
- **Tracking Number:** [Tracking Number]
- **Description of Goods:** [Description]
- **Value of Goods:** [Value]

Please find attached all the necessary documents to assist with this request.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]