

# Letter of Clarification Request

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Company Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request clarification regarding the international shipping fees associated with my recent order, [Order Number], placed on [Order Date].

While reviewing the shipping charges, I noticed some discrepancies that I would like to understand better. Specifically, I would appreciate details on the following:

- The breakdown of the shipping fees.
- Any additional customs or import duties that may be applied.
- Expected delivery times for my region.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]