

Letter of Cargo Shipment Modification

From: [Your Company Name]

To: [Recipient's Name]

Date: [Current Date]

Subject: Modification of Cargo Shipment Route

Dear [Recipient's Name],

We are writing to inform you of a modification regarding the cargo shipment originally scheduled for [original shipment date] under the reference number [shipment reference number].

Due to [reason for route alteration], we have adjusted the transport route as follows:

- Original Route: [original route details]
- New Route: [new route details]

We kindly ask you to update your records accordingly and ensure that all necessary arrangements are made for the following changes:

1. [Change 1]
2. [Change 2]
3. [Change 3]

We appreciate your understanding and cooperation in this matter. Please confirm receipt of this modification and feel free to reach out if you have any questions or require further information.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]