

# Shipping Arrangement Confirmation

Date: [Insert Date]

To: [Partner Logistics Company Name]

Address: [Partner Logistics Address]

Dear [Partner's Name],

We are pleased to confirm our shipping arrangement for the upcoming shipment of [Product Name/Description]. The details are as follows:

## Shipment Details

- **Shipment Date:** [Insert Shipment Date]
- **Origin:** [Insert Origin Address]
- **Destination:** [Insert Destination Address]
- **Quantity:** [Insert Quantity]
- **Shipping Method:** [Insert Shipping Method]

Please confirm the arrangements at your earliest convenience. If you require any further information or adjustments, do not hesitate to contact us.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Contact Information]