

# Customs Brokerage Support Request

Date: [Insert Date]

To: [Customs Brokerage Company Name]

Attention: [Contact Person's Name]

Dear [Contact Person's Name],

I hope this message finds you well. I am writing to formally request your assistance with customs brokerage services related to our upcoming shipment.

Details of the shipment are as follows:

- Shipment Origin: [Origin Location]
- Destination: [Destination Location]
- Estimated Date of Arrival: [Date]
- Type of Goods: [Description of Goods]
- Value of Goods: [Value]

We require your expertise to ensure compliance with all customs regulations and to facilitate a smooth clearance process. Please let us know the documentation and any additional information you may need from our side.

Thank you for your prompt attention to this matter. We appreciate your support and look forward to your reply.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Contact Information]