

Customs House Agent (CHA) Authority Letter

Format — to be issued by the client on their own company letterhead

Date: _____

To,

SRV Global Freight Pvt Ltd / SRV Clearing Agency LLP

[Branch Office Address]

Subject: Authority Letter for Customs Clearance on our behalf

We, M/s. _____, holder of IEC No. _____ and GSTIN _____, having our registered office at _____, hereby authorise SRV Global Freight Pvt Ltd, acting as our Customs House Agent / Customs Broker (License No. _____), to file and process all Customs documentation, including but not limited to Bills of Entry, Shipping Bills, and related declarations, on our behalf for the consignment(s) described below, and to sign, verify and submit such documents to Customs and other regulatory authorities as may be required.

Consignment Details

Shipping Bill / Bill of Entry No. (if known): _____

Invoice No. & Date: _____

Port of Loading / Discharge: _____

Description of Goods: _____

This authority shall remain valid until specifically revoked by us in writing.

For M/s. _____

Authorised Signatory Name & Designation: _____

Signature & Company Seal