То,
The Commissioner of Customs
(Port/Destination)
We M/s IEC No authorize UPS JET AIR EXPRESS PVT LTD to custom clear all import, commercial and non-commercial shipments which arrives in UPS network.
We respectfully request that you allow UPS to handle all the necessary documents and actions for the customs clearance process of all our import shipments.
Further we would like to inform you that the imported goods fully comply with Customs rules and regulations and any other regulations currently in force for import/export shipments.
Yours Faithfully,
(Sign)
(Signing Authority Name and Designation)