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| **Mobi. 93763 24312, 98250 24964, 63555 44364, 94092 77976**  **OWNER TRANSPORT SERVICES**  **FLEET OWNERS & TRANSPORT CONTRACTOR**  **105, KHAN ESTATE, OPP. BRTS BUS DEPO, NEAR TRUPTI GUEST HOUSE,**  **NAROL ROAD, AHMEDABAD-382405. (GUJARAT)** |
| **Date: {Date}**  **Dear Sir: {Sir\_name}**  **To: {Party\_name}**    **Please Arrange to Load {Load}**  **Truck No. {Truck\_number}**  **From {Pickup\_location}**  **To {Drop\_location}**  **Rate Fixed Rs. {Fixed\_rate}**  **Advance Rs. {Advance\_wage}**  **Also Handover Balance {Payment\_location}**  **and The Respective Documents to the Driver.**  **Remark: {Remark}**  **Unloading point: {Unloading\_point}**  **THANKING YOU** |
| **NOTICE-** Our Valued customer/transporter are hereby informed to take the following care before loading to the truck sent by us in Connection of your telephonic talks with the undersigned only on Fakat Dalali.  Kindly check all necessary documents pertaining to the Truck No. Engine No. all necessary Documents Driver’s Licence if you find and doubt you are requested to return the Truck.  We are not responsible for leakage, breakage accident and for defective at check – post due to worn / improper documents.  For, OWNER TRANSPORT SERVICE |