**DATE: .${month}.${year}**

**Ref: MSL/${msl\_num}/${year}**

The Revenue officer of Customs

Staff Division

Customs House,

CHITTAGONG.

Subject: Request for customs draft surveyor booking per **MV. ${vessel}**, REG. No.**${rotation}** Arriving on. **.${month}.${year}** at CHITTAGONG Port.

Dear Sir,

We would request your honor to kindly appoint a surveyor for the above vessel as per standing order no. 6 dated 30.08.93

The details are as follows:-

|  |  |  |  |
| --- | --- | --- | --- |
| 01. | Name of the vessel | : | **MV. ${vessel}** |
| 02. | Name of cargo | : | **${vsl\_cargo\_name}** |
| 03. | Quantity of cargo | : | **${vsl\_cargo}** |
| 04. | Vessel ETA at K/A. | : | **.${month}.${year}** |

Therefore, we shall be highlyobliged if you kindly appoint a surveyor to ascertain cargo quantity before commencement of discharging from the above vessel.

Yours faithfully,

Multiport Shipping Ltd

As Agent Only

Enclosed: Import General Manifest (IGM)