

[Company Letterhead]

Date: [Date]

To: [Customs Authority Name]
[Port/Office Name]
[City, Country]

Subject: Letter of Guarantee for Customs Duties and Taxes

Dear Sir/Madam,

We, [Company Name], located at [Company Address], hereby provide this formal guarantee for the payment of customs duties, taxes, and other applicable charges for the following shipment:

- **Bill of Lading / Airway Bill No:** [Number]
- **Invoice Number:** [Number]
- **Description of Goods:** [Description]
- **Arrival Date:** [Date]
- **Vessel/Flight Name:** [Name/Number]

In consideration of the release of the above-mentioned goods prior to the final assessment or payment of duties, we unconditionally undertake to pay any and all amounts due to [Customs Authority Name] upon demand. We acknowledge that we are fully liable for any discrepancies, penalties, or additional charges that may arise during the clearance process.

This guarantee shall remain valid until all obligations related to this shipment have been cleared and the final payment has been processed and confirmed by your office.

Thank you for your cooperation.

Sincerely,

[Signature]

[Full Name of Authorized Signatory]
[Job Title]
[Company Name]
[Contact Number]
[Company Stamp/Seal]