

**Date:** [Insert Date]

**To:** [Bank Name/Financial Institution]

**Branch:** [Branch Name]

**Address:** [Bank Address]

**Subject:** Instruction for Global Freight Services Cross-Border Remittance

Dear Sir/Madam,

We hereby authorize and request you to execute a cross-border remittance from our account as per the following details:

### 1. Remitter Information (Applicant)

- **Company Name:** [Your Company Name]
- **Account Number:** [Your Account Number]
- **Address:** [Your Business Address]
- **Contact Person:** [Name] / [Phone Number]

### 2. Beneficiary Information (Receiver)

- **Beneficiary Name:** [Name of Freight Provider/Agent]
- **Bank Name:** [Beneficiary Bank Name]
- **Bank Address:** [Beneficiary Bank Address]
- **SWIFT/BIC Code:** [Swift Code]
- **IBAN/Account Number:** [Beneficiary Account Number]

### 3. Payment Details

- **Currency and Amount:** [e.g., USD 0,000.00]
- **Amount in Words:** [Insert Amount in Words]
- **Purpose of Remittance:** Payment for Global Freight Services (Invoice #[Insert Invoice Number])
- **Bank Charges:** [OUR / SHA / BEN]

### 4. Supporting Documents

We have attached the following documents for your verification:

- Commercial Invoice(s)
- Bill of Lading / Air Waybill (if applicable)
- Packing List (if applicable)

Please debit our account for the total amount plus applicable transaction fees. We confirm that this transaction does not violate any local or international anti-money laundering or trade compliance regulations.

Thank you for your prompt attention to this request.

Sincerely,

[Authorized Signature]  
[Printed Name and Title]  
[Company Stamp]