

[Your Company Name]
[Your Company Address]
[City, State, ZIP]
[Phone Number]
[Email Address]

Date: _____

To:
[Consignee Name]
[Consignee Company Name]
[Consignee Address]

Subject: Bulk Cargo Shipment Confirmation Letter

Dear [Consignee Name],

This letter is to confirm the shipment of your bulk cargo as per the details below:

Shipment Details:

Shipment Reference No.: _____
Cargo Description: _____
Quantity: _____
Port of Loading: _____
Port of Discharge: _____
Estimated Departure Date: _____
Estimated Arrival Date: _____
Vessel Name: _____
Bill of Lading No.: _____

Please review the above information and contact us should you require any clarifications or additional details regarding your shipment.

Thank you for choosing our services.
Sincerely,

[Authorized Signatory Name]
[Position]
[Your Company Name]