

[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]