

To
MSC Mediterranean Shipping Company S.A.
c/o (insert name of the MSC agent)

[DATE]

Re: Authorisation to agents

Dear Sirs,

We write to inform you that this company has appointed **[insert name of clearing agent]** to act as our agents, and that we have authorised them to act on our behalf in effecting delivery of consignments that we have shipped with MSC Mediterranean Shipping Company S.A. ("MSC").

The purpose of this letter is to clarify the terms on which we have granted authority to **[insert name of clearing agent]**:

1. We expressly authorise **[insert name of clearing agent]** to request delivery from MSC of goods consigned or endorsed to **[insert name of company]** under original bills of lading, and consigned to **[insert name of company]** under sea waybills.
2. We expressly authorise MSC to release our goods to [insert name of agent] upon presentation of an original bill of lading, or identification against a sea waybill of lading, unless we have given prior notice to the contrary to MSC in writing.
3. In consideration of MSC complying with our above request, we hereby agree to indemnify MSC and MSC AGENCY INDIA PVT LTD, their respective servants and agents and to hold all of you harmless in respect of any liability, loss, damage or expenses of whatsoever nature which any of them may sustain by reason of delivering the cargo in accordance with our request.
4. Nothing in this letter operates to relieve MSC of any of its obligations or liabilities under the contract of carriage.
5. The validity of this letter of authority will cease twelve (12) months from the date of this letter, after which time the authorisation shall be deemed to have expired. Within that 12 month period, we reserve the right to cancel this authorisation at any time by notification to MSC in writing.

If you have any queries, please do not hesitate to contact us.

Yours faithfully,

[company name]