

[Your Company Letterhead]

Date: [Date]

To Whom It May Concern,

Subject: Authorization for Transportation of Goods by ABC Logistics

I, [Your Name], the undersigned, holding the position of [Your Position] at [Your Company Name], with registered office at [Your Company Address], hereby authorize ABC Logistics, a logistics service provider, to transport the following goods on behalf of our company:

Description of Goods: [Description]

Quantity: [Quantity]

HSN Code: [HSN Code]

Destination: [Destination Address]

Purpose: [Purpose of Transportation – e.g., Sale, Job Work, Exhibition]

This authorization is issued for the specific purpose of entrusting ABC Logistics with the transportation of the aforementioned goods on [Date of Transportation]. ABC Logistics is responsible for ensuring the safe and secure transportation of these goods and is authorized to present this letter to any authorities requesting verification during the transit.

We confirm that ABC Logistics will be provided with all necessary documentation, including the tax invoice / delivery challan, certified stock summary, and a copy of this authorization letter, to facilitate smooth verification and transportation of the goods.

We request all concerned authorities to acknowledge this authorization and provide necessary assistance and cooperation to ABC Logistics for the uninterrupted transportation of the goods.

For any queries or verification, please contact us at [Your Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Signature]

[Your Name]

[Your Position]

[Your Company Name]

Disclaimer: The formats provided above are draft samples intended for general guidance only. They may not cover all legal requirements or specific circumstances related to your business. Please consult your legal advisor or a professional consultant to ensure that these documents are appropriately tailored to meet your specific needs and comply with applicable laws and regulations