

REMARK: PLEASE USE YOUR ORIGINAL COMPANY LETTER SHEET

請 用 貴 公 司 信 紙 拾 頭

To: Maersk Hong Kong Ltd  
17/F One Kowloon  
1-11 Wang Yuen Street  
Kowloon Bay  
Kowloon, Hong Kong

Date:

Dear Sirs,

Re: Vessel/Voyage:  
Bill of Lading Number:  
Container Number:  
No. of Packages / Commodity

Release of Import Release Order without production of original bills of lading

**By Sea-Waybill**

The above shipment is covered by sea-waybill consigned to \_\_\_\_\_, without issuance of original bills of lading.

We hereby request your company to release the corresponding import release order to the holder of this letter \_\_\_\_\_, holding Hong Kong ID card number \_\_\_\_\_.

**By telex release**

Original bills of lading of above shipment has been surrendered to your overseas office, please release corresponding import release order to the holder of this letter \_\_\_\_\_, holding Hong Kong ID card number \_\_\_\_\_, without production of the original bills of lading.

We hereby confirm receipt of the corresponding import release order.

Any questions, please contact \_\_\_\_\_ at tel. \_\_\_\_\_ or email \_\_\_\_\_.

Yours faithfully,

\_\_\_\_\_  
(Company chop and signature)