

(DRAFT / SPECIMEN LETTER – L.O.A. FORMAT TO BE PREPARED  
BY CLIENT IN THEIR VERY OWN LETTERHEAD)



The Managing Director,  
Mohamad Affian Bin Nordin  
APT LOG RESOURCES  
Lot 20913, Jalan Subang Utama, SS 15, PO BOX 3275,  
47500 Subang Jaya, Selangor Darul Ehsan, MALAYSIA.

Friday, February 2, 2023

Our ref:-

Dear Sir,

RE: LETTER OF APPOINTMENT / (AUTHORIZATION) – AS AGENT / NVOCC / FREIGHT FORWARDER.

BOOKING REF. NO :	_____	QUOTATION NO :	_____
AWB / BILL OF LADING NO :	_____	VESSEL / FLT NBR / ETD / ETA :	_____
NO. OF PKG(S) :	_____	VOY. / CNTR / ORG / DEST :	_____
DESCRIPTION(S) :	_____	WEIGHT / DIMS / M3 :	_____

I/we the undersigned hereby are pleased to submit our confirmation and agreed to appoint Messrs. **APT LOG RESOURCES** and/or **MR MOHAMAD AFFIAN BIN NORDIN – NRIC/Passport Nbr : \_\_\_\_\_** ) as our Agent (Cargo Agent, Forwarding-Agent, Freight Forwarder, NVOCC, Shipping-Agent, Logistic-Provider, Transporter and Carrier) , and/or its authorized **DIRECTOR** or representatives by which will either of them/both/you to handle matters and such/manifold of services – pertaining to:-

- The importation/exportation of the consignment(s) belong/own to us, our company and/or our client(s).
- And/or the clearance of such vessel(s), ship-tanker(s), carrier(s), vehicle(s) and/or container(s) that we/our company whether own/lease any or either of them.
- And/or the implementation/execution related matters by means of such/manifold services, its logistics and conveyance; within the fields and related industries, agencies, ministries, departments, authorities, organizations, chambers and so forth.

That we agreed and confirm for you and your company – to do, undertake and handle the clearance, arrangement, necessary process, requirements and logistics in KLIA, Post-Stations, Port Klang and/or such designated particular airports/ports or depots/stations/premises/warehouse/yard within Malaysia and overseas for our shipments as mentioned/described in every Air-Waybill, Bill of Lading, Delivery Order and in any forms of related/relevant formatted/required documents and to deliver the shipment(s) of which its logistics and conveyance as per scheduled / manifested – accordingly, rightfully and legitimate. That this letter is applicable, valid and official for today and future transactions/shipments until further formal advice/notice is given; by not be superseded – provided/unless every and all commitments and dues upon you, your servants and representatives have been complied and we settled them all adequately and fullest.

That we fully acknowledge The Standard Trading Terms-and-Conditions as written clearly in front and rear-leaf of the Air-Waybill, Bill of Lading and/or in any such of related/relevant documents are to be applied and fulfilled in accordance, solemnly and seriously. That everything – all of the details, information, declarations and particulars we have furnished/provided to your company and you are accurate, correct, complete, genuine, and lawful. That the Customs Acts, Trade Regulations, Ports Enactments, Airlines / Carriers / Liners' Requirements, Provisions set by the Freight Associations; and the Terms-and-Condition – Policies implied hereof / herein, either as such otherwise stipulated so forth, thereby implemented by your company from time to time in accordance and permitted by the Laws of Malaysia and the International-Laws must be fully abided by our company and staff and my own-self.

Thank you.

Yours faithfully,  
( Signature )

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(Name of the Director, Designation, NRIC/Passport, Cellphone, Company's Stamp)\*Enclosed: Copy of Company Registration / Borang D / Borang 9, Borang 24, Borang 49, NRIC/Passport.

