**[Consignee Letterhead]**

**all bolded fields must be completed in the Consignee Letterhead and/or Footer or body of the letter:**

* **Full company name**
* **Company ABN or NZ Business no**
* **Registered Street address (no PO BOX unless registered street address is also included)**
* **Contact phone numbers**
* **Company email address (no Hotmail/gmail etc allowed)**

To

MSC MEDITERRANEAN SHIPPING COMPANY S.A.

C/O MEDITERRANEAN SHIPPING COMPANY (AUST.) PTY. LIMITED

**[DATE]**

Re: Authorisation to agents

Dear Sirs,

We write to inform you that this company has appointed Australian Managed Servicing Pty Ltd 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 Australian Managed Serving Pty Ltd:

1. We expressly authorise Australian Managed Servicing Pty Ltd 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 Australian Managed Servicing Pty Ltdto receive, transact on, and bind **[insert name of company]** to the terms of, MSC's standard transport documents including, but not limited to, MSC's Arrival Notice, Import Delivery Order (for Australia imports only) and Invoices.
3. We expressly authorise and instruct MSC to release our goods to Australian Managed Servicing Pty Ltdupon 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.
4. We expressly warrant the authority of and the authenticity of any identification presented to take delivery in the name of Australian Managed Servicing Pty Ltd on our behalf.
5. We expressly authorise Australian Managed Servicing Pty Ltd to request Import charges, Arrival Notices and other shipping documents from the MSC website (including the MSC Client Portal) for **[insert name of company]** attached to MSC account **[insert MSC Code]**.
6. We expressly authorise MSC to disclose, and Australian Managed Serving Pty Ltd to access any private, commercially confidential or personal information relating to **[insert name of company]** or any particular consignment, which may be available from the MSC Client Portal, and which may be received by Australian Managed Servicing Pty Ltd in the course of accessing the MSC Client Portal, the MSC website or otherwise performing an authorised act under this letter of authority.
7. The validity of this letter of authority is 12 months from the signature date subject to 30 days written notice of termination in writing given at any time by us to MSC. Upon the expiry of the 12 months’ period the validity of this letter shall be deemed automatically renewed for the following 12 months unless terminated by MSC.

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

Yours faithfully,

**[Signed ]**

**[Signatory Name and Position]**