Duty Officer,
Jaya Container Terminal,
Sri Lanka Ports Authority
Date: …………………

Dear Sir

Request for deleting pre-advised Export containers

Please be good enough to delete the export container number …………………… from Terminal Management System.

Thanking you

Yours faithfully,

...................................................
(Name of Shipper/Forwarder/wharf clerk)

...................................................
(ID Number/CHA Number/RPU Number)

...................................................
(Contact Telephone numbers and e-mail addresses)