

Date \_\_\_\_\_

To the Manager,  
OCEAN NETWORK EXPRESS Pte. Ltd. or Their Agents

**REQUEST FOR TREATMENT AS “SURRENDERED BILLS OF LADING”**

Dear Sirs,

Vessel \_\_\_\_\_  
B/L No. \_\_\_\_\_  
From \_\_\_\_\_  
Shipper \_\_\_\_\_  
B/L Date \_\_\_\_\_

Voy. No. \_\_\_\_\_  
Booking No. \_\_\_\_\_  
To \_\_\_\_\_

With reference to the above-mentioned Bill(s) of Lading, we would like to surrender full set of its original at ..... (ONE BL issue Office) and request you to deliver the goods at the destination to the named consignee without production of original bill(s) of lading.

Yours faithfully,

Person in charge

\_\_\_\_\_  
Tel No. \_\_\_\_\_  
Fax No. \_\_\_\_\_

\_\_\_\_\_