**(your company’s letterhead paper)**

**CARTA DE APONTAMENTO / APPOINTMENT LETTER**

DAY/MONTH/YEAR

Para:

To:

**Secretaria da Receita Federal do Brasil**

Caros Senhores,

Dear Sirs,

Vimos por este meio, nomear **FOX CARGO DO BRASIL EIRELI. (CNPJ 05.317.708/0001-94)**, para representar **“YOUR COMPANY NAME**” como nosso agente marítimo no Brasil para serviços gerais de transporte para a seguinte rota: **“COUNTRY OF ORIGIN”** para o BRASIL.

We hereby appoint **FOX CARGO DO BRASIL EIRELI. (CNPJ 05.317.708/0001-94),** to represent **“YOUR** **COMPANY NAME”** as our general agent in Brazil for general shipping services for the following trade **“COUNTRY OF ORIGIN”** to BRAZIL.

Esta carta de apontamento é válida por 5 (cinco) anos.

This appointment is valid for 5 (five) years.

O Bill of Lading anexado da **“YOUR COMPANY NAME”** será usado para cobrir todos os nossos embarques. The attached Bill of Lading form of **“YOUR COMPANY NAME”** will be used to cover all our shipments.

Nome da Empresa: **your company name**

Endereço: **street address of your office**

Pessoa responsável: **the person in charge of your company**

Telefone: **the phone number of your company**

Email: **the e-mail address of the person in charge**

Company: **your company name**

Address: **street address of your office**

Main contact: **the person in charge of your company**

Telephone: **the phone number of your company**

Email: **the e-mail address of the person in charge**

Sincerely yours,

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(Please mention your company’s name, signature and notarized at public notary)