(Sample of Letter of Information for Registration of WMRS users)

**Please Use Company Letterhead**

Date:

Singapore Customs

Attn: Permits Compliance Officer

Email: [customs\_mrs@customs.gov.sg](mailto:customs_mrs@customs.gov.sg)

**LETTER OF INFORMATION FOR REGISTRATION OF WMRS USERS**

This letter is sent for your registration of the following users for WMRS

|  |  |
| --- | --- |
| **Name** | **NRIC/FIN/Foreign National ID numbers** |
| e.g. Johnathan Tan | S1234567A |
|  |  |
|  |  |

If you require any clarification, please contact me at Tel: [State Contact Number]

Yours sincerely

Name

Designation

Department Name