

Date: \_\_\_\_\_

Federal Express

Dear Sir/Madam

Re: RPI Letter of Authorization (LOA)

This letter serves as our confirmation that \_\_\_\_\_ (Payor)  
has authorized \_\_\_\_\_ ( Shipper ) to arrange for shipments  
to be picked up from and delivered to the locations stated below.

We confirm our agreement that all charges including freight, duty and taxes incurred in  
connection with accepting, transporting and delivering the shipments are to be billed to our  
Federal Express account no. \_\_\_\_\_ and will not be rebilled to the shipper.

We also confirm our agreement that we will promptly pay all charges billed to our above  
mentioned account.

Shipper's Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Attention: \_\_\_\_\_

Recipient's Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
Attention: \_\_\_\_\_

We agree to irrevocably and unconditionally indemnify Federal Express and its affiliates from  
and against any cost, expenses or losses Federal Express may incur or suffer in connection  
with accepting, transporting and delivering the above mentioned shipment.

We acknowledge that FedEx may at its option decline to bill to our Fedex account if it is  
deemed by Fedex as an account not in good credit standing.

Thank you.

Yours truly,



\_\_\_\_\_  
Signature of authorized person  
Name:  
Title:  
Telephone Number

If the Authorization is related to a longer period of time, please highlight the period of validity!

From :

Till: