[***Letterhead Here***]

[***Your Address Here***]

January 1, 2022

To COUNTRY Customs

We, Company Name, authorize the address change/update of AWB xxxxxxxxxx.

We request the change/update and any associated fees to be charged under account number xxxxxxxxx

The reason for the redirect is: xxxxxxxx

**Old address:**

**Updated Address:**

[*Your signature and title here*]