

[to be issued on Requestor's letterhead]

LETTER OF REQUEST

To: Hapag-Lloyd AG, Hamburg, Germany
The Carrier
c/o Hapag-Lloyd
[insert address of local HL office]

[insert date]

Dear Sirs,

Shipper: *[insert name of shipper]*
Consignee: *[insert name of consignee]*
Cargo: *[insert description of Cargo]*
Bill of Lading: *[insert identification numbers, date and place of issue]*
CIF Invoice Value of Goods: *[insert CIF Invoice Value of Goods]*

We represent and warrant that we are entitled to the possession of the Cargo and delivery thereof and no other person, firm or cooperation is so entitled.

The above Cargo was shipped on by *[insert name of shipper]* and consigned to *[insert name of consignee or party to whose order the Bill of Lading is made out, as appropriate]* for delivery at the port of *[insert name of discharge port stated in the Bill of Lading]*. Due to difficulties resulting from the current COVID-19 pandemic the Bill of Lading cannot be presented to you. Therefore, we *[insert name of party requesting delivery]*, hereby request you to deliver the said Cargo to *[X insert name of the specific party]* or to such party as you believe to be or to represent X or to be acting on behalf of X, at *[insert place where delivery is to be made]* by sending attached:

- pdf copy (in color) of all pages of the Original Bill of Lading together with a
- pdf passport copy of the signatory of this Letter of Request..

Such Original Bill of Lading pdf copy bears the mark 'ACCOMPLISHED' written all over the Original Bill of Lading.

In consideration of your complying with our above request, we hereby agree

1. To promptly deliver or otherwise to cause one Original Bill of Lading (duly endorsed, in case of a negotiable Original Bill of Lading) to be delivered to you once such Original Bill of Lading for the above Cargo shall have come into our possession.
2. To indemnify you, your servants, agents, the Vessel, her owner or (bareboat-) charterer, operator and the master, and to hold all of you harmless in respect of any liability, loss, damage or expense of whatsoever nature which you may sustain by reason of delivering the Cargo in accordance with our request.
3. In the event of any proceedings being commenced against you or any of your servants or agents in connection with the delivery of the Cargo as aforesaid, to provide you or them promptly on demand with sufficient funds to defend the same.
4. If, in connection with the delivery of the Cargo as aforesaid, the Vessel, or any other vessel or property in the same or associated ownership, management or control, should be arrested or detained or should the arrest or detention thereof be threatened, or should there be any interference in the use or trading of the vessel (whether by virtue of a caveat being entered on the vessel's registry or otherwise howsoever), to provide promptly on demand such bail or other security as may be required to prevent such arrest or detention or to secure the release of such vessel or property or to remove such interference and to indemnify you, your servants, agents, the Vessel, her owner or (bareboat-) charterer, operator and the master, in respect of any liability, loss, damage or expense caused by such arrest or detention or threatened arrest or detention or such interference, whether or not such arrest or detention or threatened arrest or detention or such interference may be justified.

In addition to all the obligations under this Letter of Request we herewith confirm and accept to be bound by the terms and conditions of the Bill of Lading issued. This Letter of Request shall be governed by and construed in accordance with German law and we submit to the jurisdiction of the Hamburg courts which is exclusive safe for Hapag-Lloyd deciding in its sole discretion to instigate proceedings against us before another court which is competent pursuant to the laws applicable before such court.

Yours faithfully
For and on behalf of the Requestor (shipper or consignee)
[insert name of shipper or consignee]

Company Stamp of the Requestor