Sub: - Payment of Freight Charges - Regarding.

Sir.

I am directed to enclose herewith a Bill No. Rev/DSS/(CW)/31 dated the 26th March, 2009 amounting to Rs. 7675 (Rupees Seven thousand six hundred and seventy five Only) along with copies of each of the credit notes in duplicate showing the details of treigin provided to your department.

I am, therefore to request that the amount mentioned in the bill may kindly be paid by cheque within 15 days from the date of receipt of this letter. The cheque may be drawn in favour of "Accounts Officer, Marine & Shipping Department. Port Blair". While sending the cheque the Bill No and date of the adjustment amount may kindly be intimated to Commercial Wing to enable to update the records.

Each - A/A

Yours faithfully,

Assistant Director (Admn.)

The Account Officer (M &S), Port Blair with the request that the Cheque No and date of the amount to be received may please be intimated to the Commercial Wing immediately to update the records.

Assistant Director (Admn.)

U Commercial Wing