

Cover letter Format for CBLR Exam

From,

(Your Name)

(Your Address)

Date –

To,

Dy. Commissioner of Customs,

(Custom House Address)

CBLR department

Subject: Documents of 'F' category written examination under Regulation 6 of CBLR, 2018 under public notice number _____ dated: _____

Dear Sir,

We are enclosing herewith following documents – (list here all documents attached)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Kindly acknowledge the same.

Thanking you

Yours Faithfully,

(Your name) (Your contact number) (Your signature)

Note:

1. This pdf is just for your reference. Please edit as per requirement before submission.
2. Paste 5rs stamp on the cover letter.
3. After your final set is ready take two print outs. When you submit the original take acknowledgement on the xerox copy as submitted for your records.