*Letters must be on company letterhead and include current date & be signature*

 ***Company Name***

***Address + contact phone***

***A B N #***

Date

Fremantle Ports

1 Cliff St

Fremantle WA 6160

Attn: MSIC OFFICE

Fremantle Port ACCESS CARD - confirmation of REQUIREMENT

**<---------------** name of applicant

Re:

This letter is to confirm that the above-named person is employed by us and as a current MSIC holder now requires access to Fremantle Ports controlled berths for the purpose of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**<---------------** job requirement

Please charge the company for this application. We authorise payment to be

made by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Credit card / invoice (PO #)

**Invoice:** Companies who have an existing account with FPA can request invoicing and if a PO is required on invoices it must be quoted or a PO provided at time of lodgement.

**Credit Card:** We can call your office for credit card payment if you do not wish to quote the credit card number on the letter.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature**

**Name**

**Position / Title**