



**To be reproduced on Customer's Corporate Letterhead**

[*your company name*]  
Attention: Trade Compliance Department  
123 XXXXXXXXXXX  
City/Town  
Prov/State, Country  
Postal Code/ZIP

SUBJECT: ROUTED TRANSACTION AGREEMENT (RTA)

PURPOSE: The purpose of this document is to ensure that [*your company name*] is delivering product to an authorised agent/freight forwarder of the Buyer to avoid diversion, contrary to U.S. law.

**To [*your company name*]:**

{**Customer Company's Name**} hereby acknowledges that we have appointed an agent/freight forwarder to handle the export of [*your company name*] products from the United States. We further acknowledge that for export control purposes, we or our appointed agent /freight forwarder are responsible for determining any export license requirements, to obtain any export license or other official authorisation, and to carry out any customs formalities for the export of the goods.

(**Management level signature**) \_\_\_\_\_

(Name Printed) \_\_\_\_\_

(Title Printed) \_\_\_\_\_

(**Date signed**) \_\_\_\_\_

**Billing Address and country if not shown above**

\_\_\_\_\_

**Please return to: Trade Operations & Compliance**

**FAX:** \_\_\_\_\_ **or E-Mail:** \_\_\_\_\_