



Willingness to Pay (WTP) / Letter of Acceptance (LOA)

DHL will make a change to the payer account for a shipment after invoicing only if both of the following conditions are met:

1. The request must be made to DHL within TWO months from the last calendar day of the shipment month. (Example: For a shipment tendered on April 1, the dispute request must be filed by June 30.)
2. The invoice must be open (unpaid).

Freight charges and/or Customs charges: For DHL to bill the charges for a shipment to an account number different than the account number stated on the AWB, the owner of the new payer account number (in the payer country) will have to approve by signing this letter. Please note that for import shipments, you must provide your international DHL Express account number. Additional administrative fees may be added if applicable.

Include Payer Company Stamp on Authorization.

ALL FIELDS ARE MANDATORY

DHL is not able to handle your request if you have not filled out all fields.

This letter needs to be signed by the account holder who is willing to be charged. Please scan and send to DHL Express.

I confirm that we: _____ (Company Name) will pay the

Customs Charges

VAT Charges

Freight Charges

Duty Charges

regarding AWB_____. To include additional AWBs, please send the list of AWBs with the signed WTP/LOA.

Please bill to our DHL account number: _____

Company: _____

Signature: _____ Date: _____

Name: _____

Email: _____

Phone: _____

**Company Stamp
Required**