

(LETTER HEAD)

(Date)

Sirs
Accounts Payables and Receivables
Branch
Accounting Division
Panama Canal
Republic of Panama

Attention: Accounts Payable Unit

Dear Sirs:

We hereby notify you that our company _____ with Tax ID No. _____ is offering the Panama Canal Authority a prompt payment discount of 1% when paid in 10 days, or net amount in 30 days.

For further assistance or information you may contact _____ at _____.

Awaiting a positive response to our offer:

Yours truly,

Authorized Official/ Company Manager