

(LETTER HEAD)

(Date)

Sirs
Agents Accounts Branch
Accounting Division
Panama Canal Authority
Republic of Panama

Attention: Accounts Payable Unit

Dear Sirs:

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

This discount will be applicable to:

All invoices presented to the Authority for payment

The following invoices: _____

(Note: please include in brackets the Purchase Order number)

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

Awaiting a positive response to our offer:

Yours truly,

Legal Representative