

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Company Name]

[Recipient Address]

[City, State, Zip Code]

Subject: Compliance with E-Way Bill Requirements

Dear [Recipient Name],

We wish to confirm that [Your Company Name] is in full compliance with the E-Way Bill regulations as stipulated under the Goods and Services Tax (GST) laws. Our compliance measures include:

1. ****Registration****: Our company is registered under GST, and we possess the necessary credentials to generate e-way bills as required.
2. ****E-Way Bill Generation****: We ensure that e-way bills are generated for all applicable transactions, including inter-state and intra-state shipments, as per the defined thresholds.
3. ****Documentation****: All required documentation for the generated e-way bills is maintained and readily available for verification.
4. ****Training and Awareness****: Our staff is well-trained on the e-way bill process and the importance of compliance to avoid any penalties.
5. ****Monitoring and Updates****: We regularly monitor updates from the GST portal to ensure we are adhering to the latest guidelines and requirements.

We appreciate your attention to this matter and are committed to maintaining compliance with all regulatory requirements. Should you require any further information or documentation regarding our e-way bill compliance, please do not hesitate to contact us.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]

[Your Email Address]