

[Your Company Letterhead]

[Date]

To,

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Subject: E-Way Bill Generation

Dear [Recipient's Name],

This is to inform you that we have generated the E-Way Bill for the consignment being transported from [Origin Address] to [Destination Address]. Below are the details required for your reference:

1. ****E-Way Bill Number****: [E-Way Bill Number]
2. ****Date of Generation****: [Date]
3. ****Vehicle Number****: [Vehicle Number]
4. ****Consignment Description****: [Description of Goods]
5. ****Quantity****: [Quantity]
6. ****Value of Goods****: [Value]
7. ****Invoice Number****: [Invoice Number]
8. ****Transporter Details****: [Transporter Name and GSTIN]

Please ensure all necessary documents accompany the consignment for smooth transit. Should you have any questions, feel free to contact us at [Your Contact Information].

Thank you.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]