To whom it may concern,

The enclosed samples were processed in accordance to the rules and regulations stated in the enclosed USDA permit. The samples are from [country], which is authorized on the Dairy One permit. The samples are all approved products from the permit. The samples are for analysis purposes only and will be destroyed upon completion as stated in the permit.

Sincerely,

[Name]

[Title of individual]

[Company of employment]

[Sign name]

[Date]