

Concierge Service Area Limitations

Date: _____

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We appreciate your interest in our concierge services. We aim to provide the highest level of service; however, we would like to inform you of certain limitations regarding the areas we cover.

Service Area Limitations:

- Service is available only within [City/Area Name].
- Requests for locations outside of our designated coverage may incur additional travel fees.
- We do not provide services in areas designated as [Specific Restrictions, e.g., hazardous zones, restricted access areas].
- Please allow for extended response times for areas on the fringe of our service radius.

We appreciate your understanding and are committed to ensuring the best experience within the outlined service areas. Should you have any questions or require further clarification, please do not hesitate to contact us.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]