

Logistics Service Discontinuation Notice

Date: [Insert Date]

To: [Client's Name]

Company: [Client's Company Name]

Address: [Client's Address]

Dear [Client's Name],

We hope this message finds you well. We are writing to inform you that, effective [Insert Effective Date], [Your Company Name] will be discontinuing our logistics services for [Specify Services or Routes]. This decision was made after careful consideration and evaluation of our operational capabilities.

We understand that this may cause inconvenience and we want to assure you that we are committed to supporting you during this transition. We recommend exploring alternative solutions and we would be happy to assist you in this process.

We appreciate your understanding and support during this time. If you have any questions or require further clarification, please do not hesitate to contact us at [Your Contact Information].

Thank you for being a valued partner.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[Your Phone Number]

[Your Email Address]