

# Expansion Request Letter

Date: [Insert Date]

To: [Insert Recipient's Name]

Position: [Insert Recipient's Position]

Company: [Insert Recipient's Company]

Address: [Insert Recipient's Address]

Dear [Recipient's Name],

We are writing to formally request your support for the expansion of our logistics operations. As you may know, [Your Company Name] has successfully operated in the [specific region/market] for the past [number] years, providing top-tier logistics services to our clients.

In light of the increasing demand for our services and the opportunity to better serve our customers, we propose the expansion of our operations to [proposed new region/locations]. This expansion will enable us to enhance our service offerings and improve efficiency in our delivery processes.

We believe this strategic move will not only benefit our company but also contribute positively to the local economy by creating [number] new job opportunities and facilitating better logistics solutions in the area.

We kindly request a meeting to discuss this proposal in further detail and explore potential support from your end. Thank you for considering our request. We look forward to your positive response.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]