

Transportation Discount for Community Events

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

We are excited to announce a special opportunity for community organizations participating in upcoming events. As a gesture of our commitment to supporting community engagement, we are pleased to offer a transportation discount to help facilitate your attendance.

Details of the discount:

- **Discount Percentage:** [Insert Percentage]
- **Event Date:** [Insert Event Dates]
- **Eligible Transportation Services:** [List Services]

To avail of this discount, please provide us with the following information:

1. Event Name
2. Date of Participation
3. Number of Attendees

Please submit this information by [Insert Deadline]. We look forward to supporting your participation in our community events!

If you have any questions, feel free to contact us at [Insert Contact Information].

Thank you for your involvement in our community!

Sincerely,

[Your Name]

[Your Title]

[Your Organization]