

Specialized Large Item Shipping Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Shipping Company Name]

[Shipping Company Address]

[City, State, Zip Code]

Dear [Shipping Company Name/Contact Person],

I am writing to request a shipping quote for a specialized large item that I need to transport from [Pick-up Location] to [Delivery Location].

Item Description:

- Item: [Description of the item]

- Dimensions: [Width] x [Height] x [Depth] inches

- Weight: [Weight] lbs

- Special handling requirements: [E.g., fragile, temperature-sensitive, etc.]

Please provide me with your best shipping options, including pricing, estimated delivery times, and any additional requirements or documentation needed. I am looking to have this item shipped by [Desired Ship Date].

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]