

Logistics Services Information Request

Date: [Insert Date]

To: [Logistics Company Name]

Address: [Logistics Company Address]

Dear [Recipient Name],

I hope this message finds you well. I am writing to request information regarding the logistics services offered by your company. We are currently evaluating potential partners to assist with our logistics needs and would appreciate it if you could provide us with the following details:

- Service options and capabilities
- Pricing structure
- Delivery timelines
- Geographical coverage
- References or case studies from similar industries

Your prompt response to this inquiry would be greatly appreciated, as we are looking to make a decision soon. Thank you for your time and assistance.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]