

Transportation Service Inquiry

Date: [Insert Date]

To: [Transportation Company Name]

From: [Your Name]

Subject: Inquiry for Transportation Services

Dear [Transportation Company Name],

I hope this message finds you well. I am writing to inquire about your transportation services for an upcoming event. We are looking for options that best suit our needs.

Details of the Transportation Required:

- Type of Service: [e.g., Van, Bus, Limousine]
- Date of Service: [Insert Date]
- Pick-up Location: [Insert Location]
- Drop-off Location: [Insert Location]
- Number of Passengers: [Insert Number]

Pricing Options:

Please provide pricing for the following options:

1. Standard Transport
2. Luxury Transport
3. Group Package Deals

Thank you for your attention to this inquiry. I look forward to your prompt response with pricing and availability.

Best regards,

[Your Name]

[Your Contact Information]

[Your Company Name]