

# Transportation Service Document Submission

Date: [Insert Date]

To: [Contractor's Name]

From: [Your Name]

Subject: Submission of Transportation Service Documents for Evaluation

Dear [Contractor's Name],

We are pleased to submit the required transportation service documents for your evaluation as part of the contractor selection process. Please find the following documents attached:

- Company Profile
- Valid Business License
- Insurance Certificates
- Driver Qualifications
- Fleet Inventory List
- Recent Performance Records

We appreciate your consideration and look forward to your feedback. Should you require any further information or additional documentation, please do not hesitate to contact us.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]