

Notice of Transportation Fee Increase

Date: [Insert Date]

Dear [Recipient's Name],

We hope this message finds you well. We are writing to inform you of an upcoming increase in our transportation fees, effective [Insert Effective Date].

Due to [insert reasons for the increase, e.g., rising fuel costs, maintenance expenses, etc.], we find it necessary to adjust our pricing to continue providing the quality service you expect and deserve.

The new transportation fee will be [Insert New Fee]. We believe this adjustment is essential to maintain our service standards and ensure the continued reliability of our transportation offerings.

If you have any questions or concerns regarding this change, please do not hesitate to contact us at [Insert Contact Information]. We appreciate your understanding and continued support.

Thank you for choosing [Your Company Name].

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]