

Transportation Cost Modification Announcement

Date: [Insert Date]

Dear [Recipient's Name],

We hope this message finds you well. We would like to inform you of an important update regarding our transportation costs, effective [Effective Date].

Due to [brief explanation of the reason for modification, e.g., increased fuel prices, changes in logistics], we will be adjusting our transportation fees. The new pricing structure is as follows:

- [Type of Service 1] - [Old Rate] to [New Rate]
- [Type of Service 2] - [Old Rate] to [New Rate]
- [Type of Service 3] - [Old Rate] to [New Rate]

We understand that changes in pricing can be challenging, and we assure you that we remain committed to providing you with the highest level of service and support during this transition. Our team is here to assist you with any questions or concerns you may have.

Thank you for your understanding and continued support.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]