

Transportation Services Advisory

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

We hope this message finds you well. We are writing to inform you that our transportation services will be concluding as of [Last Service Date]. This decision comes as part of our effort to streamline operations and focus on our core services.

We want to sincerely thank you for your support and trust in our services over the past [Duration of Service]. It has been our pleasure to serve you, and we are grateful for the opportunity to have been a part of your transportation needs.

If you have any questions or require further assistance during this transition, please do not hesitate to contact us at [Contact Information].

Thank you once again for your understanding and support.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]