

Service Discontinuation Notice

Date: [Insert Date]

To: [Client's Name]

[Client's Address]

Dear [Client's Name],

We regret to inform you that effective [Last Date of Service], we will be discontinuing our transport services due to [reason for discontinuation, e.g., operational challenges, changes in business strategy, etc.].

We appreciate your business and the trust you placed in us over the duration of our service. Please rest assured that we will do our best to ensure a smooth transition during this period. If you have any pending shipments or questions, please do not hesitate to reach out to us at [Contact Information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Contact Information]