

Transportation Service Confirmation Follow-Up

Dear [Client's Name],

We hope this message finds you well. We are writing to follow up on our previous correspondence regarding your transportation service request dated [Request Date].

We would like to confirm the details of your transportation service as follows:

- **Service Type:** [Type of Service]
- **Pickup Location:** [Pickup Address]
- **Delivery Location:** [Delivery Address]
- **Scheduled Date:** [Date]
- **Estimated Time of Arrival:** [Time]
- **Contact Number:** [Contact Number]

Please let us know if the above information is correct or if there are any changes you would like to make. Your confirmation will help us ensure a smooth and timely transportation service.

Thank you for choosing [Your Company Name]. We look forward to serving you.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Phone Number]

[Your Company Email]