

Freight Service Supply Restock Notification

Date: [Insert Date]

To: [Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

Dear [Recipient Name],

We hope this message finds you well. We are writing to inform you that we are in the process of restocking our freight service supplies and would like to confirm your requirements for the upcoming shipment.

Please find below the details of our stock:

- Item: [Item 1] - Quantity: [Quantity]
- Item: [Item 2] - Quantity: [Quantity]
- Item: [Item 3] - Quantity: [Quantity]

Kindly provide us with your updated order by [Insert Deadline] to ensure timely delivery. If you have any special requests or additional items, please let us know.

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]