

Letter of Understanding

Date: [Insert Date]

From: [Your Company Name]

[Your Company Address]

[City, State, Zip Code]

To: [Recipient's Name]

[Recipient's Company Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

This letter serves as a formal understanding between [Your Company Name] and [Recipient's Company Name] regarding the haulage services to be provided under this agreement.

Scope of Services

[Outline the specific services to be provided, including the type of goods, transportation routes, and any special requirements.]

Responsibilities

[Detail the responsibilities of both parties in relation to the haulage services, including communication protocols and reporting.]

Payment Terms

[Describe the payment terms, including payment schedule, method, and any penalties for late payments.]

Duration

This understanding is effective from [Start Date] and will remain in force until [End Date], unless terminated earlier by either party with written notice.

Confidentiality

Both parties agree to keep all sensitive information confidential, as per the terms discussed.

We look forward to a successful partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]