

Transportation Service Contract Negotiation

Date: [Insert Date]

To: [Recipient Name]

Company: [Recipient Company]

Address: [Recipient Address]

Dear [Recipient Name],

I hope this message finds you well. We are writing to discuss the transportation service contract between [Your Company Name] and [Recipient Company]. As we aim to establish a mutually beneficial agreement, we would like to propose a meeting to negotiate the terms of the contract.

Key points we would like to address include:

- Service Rates
- Delivery Schedules
- Liabilities and Insurance
- Performance Metrics

We believe that a face-to-face discussion would be the most effective way to reach an agreement that suits both parties. Kindly let us know your availability for a meeting in the coming weeks.

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

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]