

Transportation Services Inquiry for Last-Mile Delivery

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Recipient Company]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to inquire about your transportation services, specifically for last-mile delivery solutions.

We are currently exploring options to improve our logistics and streamline our delivery processes to ensure that our customers receive their orders in a timely and efficient manner. We would like to understand the following:

- Your pricing structure for last-mile delivery services.
- Areas you serve.
- Your tracking and reporting capabilities.
- Any minimum volume requirements.
- Additional services or solutions you may offer.

Please send us your service details and any brochures or information you have available. We are keen on finding a reliable partner to enhance our last-mile delivery operations.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company]