

Logistics Service Partner Evaluation

Date: _____

To: [Service Partner Name]

Address: [Service Partner Address]

Dear [Service Partner Name],

We appreciate your collaboration and support in our logistics operations. As part of our ongoing commitment to maintaining high standards in our partnerships, we have conducted an evaluation of our logistics service agreement.

Evaluation Criteria

1. Performance Metrics
2. Responsiveness and Communication
3. Quality of Service
4. Cost Effectiveness
5. Compliance and Safety

Based on our assessment, we have identified the following strengths and areas for improvement:

Strengths

- [Specific Strength 1]
- [Specific Strength 2]

Areas for Improvement

- [Specific Area 1]
- [Specific Area 2]

We would like to schedule a meeting to discuss these findings in detail and explore ways to enhance our partnership further. Please let us know your available dates and times.

Thank you for your continued support and cooperation.

Sincerely,

[Your Name]
[Your Position]

[Your Company Name]
[Your Contact Information]