

Notice of Logistics Service Withdrawal

Date: [Insert Date]

[Recipient Name]

[Recipient Title]

[Recipient Company]

[Recipient Address]

Dear [Recipient Name],

We are writing to formally notify you that [Your Company Name] will be withdrawing our logistics services effective [Withdrawal Date]. This decision comes after careful consideration and is aligned with our ongoing efforts to improve our operations and service delivery.

We appreciate the trust you have placed in us and thank you for the opportunity to serve you. Please be assured that we will support you during this transition to minimize any disruptions to your operations.

For any inquiries or assistance needed during this period, please do not hesitate to reach out to us at [Your Contact Information].

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[Your Contact Information]