

Logistics Process Evaluation Request

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Company Name]

[Company Address]

Dear [Recipient's Name],

I am writing to formally request an evaluation of our current logistics processes. As we continuously strive for operational excellence, an assessment of our logistics operations will help us identify areas for improvement and enhance our overall efficiency.

The areas we would like to focus on include:

- Inventory Management
- Transportation Efficiency
- Supply Chain Coordination
- Customer Satisfaction Metrics

We believe your expertise in logistics will provide valuable insights, and we are looking forward to your recommendations.

Please let us know your availability for a meeting to discuss this further. Thank you for considering our request.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]