

# Logistics Service Evaluation Request

Date: [Insert Date]

[Recipient's Name]

[Recipient's Position]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this message finds you well. We are currently conducting a review of our logistics service providers to ensure that we maintain optimal standards and efficiency in our operations.

We kindly request your feedback regarding the logistics services you have provided us in the past. Specifically, we would appreciate your insights on the following areas:

- Overall Service Quality
- Timeliness of Deliveries
- Communication and Support
- Cost-Effectiveness
- Any Areas for Improvement

Your valuable feedback will play a crucial role in our decision-making process and help us in building better partnerships in the future.

We would appreciate it if you could provide your evaluation by [insert deadline, e.g., "the end of this month"]. Please feel free to reply directly to this email or contact me at [Your Phone Number] if you have any questions.

Thank you for your attention and cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]