

Request for Freight Logistics Performance Evaluation

[Your Name]

[Your Position]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request a performance evaluation of the freight logistics services provided by your company for our operations over the past [specific timeframe, e.g., six months].

As we continue to strive for operational efficiency and excellence, it is essential for us to assess the performance metrics associated with our current logistics arrangement. Specifically, we are interested in understanding key performance indicators such as:

- Delivery accuracy
- Transit times
- Cost efficiency
- Customer service responsiveness

We believe that this evaluation will be beneficial for both our organizations and help identify areas for improvement and potential collaboration opportunities.

Please let us know if you require any specific data or feedback from our side to facilitate this review. We would appreciate it if you could provide the evaluation report by [specific deadline].

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company]