

Confirmation of Invitation to Logistics Advisory Board

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are pleased to confirm your invitation to join our Logistics Advisory Board for the upcoming term. Your expertise in the field will provide invaluable insights as we navigate the challenges in logistics and supply chain management.

The first meeting is scheduled for [Insert Date] at [Insert Location or Virtual Platform]. Please find the agenda attached for your review.

We look forward to your participation and contributions to the board.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]