

[Your Name]

[Your Job Title]

[Your Company]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Job Title]

[Recipient's Company]

[Recipient's Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request your participation in our Logistics Advisory Board. Your extensive experience and insights in the logistics sector would be invaluable as we navigate the challenges and opportunities in this evolving field.

Our Logistics Advisory Board aims to gather diverse perspectives to shape our strategies and initiatives, and I firmly believe that your contributions would enhance our discussions significantly. We would be honored to have you on board for our quarterly meetings and projects.

Please let me know if you are interested in joining our advisory board. I would be happy to provide more details and answer any questions you may have.

Thank you for considering this opportunity. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company]