

# Intermodal Transport Coordination Letter

Date: [Insert Date]

[Your Company Name]  
[Your Company Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Recipient's Name]  
[Recipient's Company Name]  
[Recipient's Company Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to coordinate the intermodal transport for the import/export operations involving [specific goods or materials] scheduled for shipment on [insert shipment date].

To ensure a smooth and efficient process, we propose the following transport arrangements:

- **Origin:** [Origin Location]
- **Destination:** [Destination Location]
- **Expected Departure Date:** [Departure Date]
- **Expected Arrival Date:** [Arrival Date]
- **Transport Modes:** [List of Transport Modes]
- **Handling Instructions:** [Special Handling Instructions]

We kindly request that you confirm the arrangements and provide any necessary documentation or contact information for our logistics team. Timely communication will be crucial to manage schedules and avoid any potential delays.

Thank you for your cooperation. We look forward to your prompt response, ensuring a successful transport coordination for our mutual benefit.

Sincerely,

[Your Name]  
[Your Job Title]  
[Your Company Name]