

Fuel Surcharge Impact Statement

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are writing to inform you of the impact of the recent increases in fuel costs on our operations. As you are aware, fluctuations in fuel prices can significantly affect logistics and transportation expenses.

Effective [Insert Date], a fuel surcharge will be implemented, which will apply to all deliveries and services. This surcharge is necessary to help us maintain our service levels while absorbing a portion of the increased fuel costs.

The fuel surcharge will be calculated based on the current fuel price index and will be reviewed on a [weekly/monthly] basis to ensure fairness and transparency. We will communicate any changes to the surcharge in a timely manner.

We value your partnership and appreciate your understanding as we navigate these challenging times. If you have any questions or require further clarification, please do not hesitate to reach out.

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]