

Fuel Surcharge Review and Revision Letter

Date: [Insert Date]

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

Dear [Recipient's Name],

Subject: Review and Revision of Fuel Surcharge

We are writing to request a review and potential revision of the current fuel surcharge applicable to our services. Due to the recent fluctuations in fuel prices, it is imperative that we assess and adjust the surcharge to reflect the current market conditions accurately.

As per our agreement, we believe that a reassessment is necessary to ensure a fair and transparent approach to fuel pricing. Attached are the relevant data and calculations supporting our request for this review.

We appreciate your attention to this matter and look forward to your response. Please feel free to contact us at [Your Contact Information] should you require any further information.

Thank you for your cooperation.

Sincerely,

[Your Name]
[Your Position]
[Your Company's Name]
[Your Company's Address]
[Your Contact Information]