

# Seasonal Freight Adjustment Notification

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company]

Address: [Recipient's Address]

Dear [Recipient's Name],

We hope this letter finds you well. As we prepare for the upcoming seasonal changes, we would like to inform you about the necessary adjustments to our freight rates effective [Insert Effective Date].

Due to [brief explanation of reasons for adjustment, e.g., increased demand, fuel costs], we will be implementing a freight rate adjustment as follows:

- Current Rate: [Insert Current Rate]
- New Rate: [Insert New Rate]
- Effective From: [Insert Effective Date]

We value your partnership and are committed to providing you with the best possible service. Should you have any questions or concerns regarding this adjustment, please do not hesitate to reach out to us.

Thank you for your understanding and continued support.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]