

[Your Company Letterhead]

[Date]

JX Peterbilt

[Address]

[City, State, Zip Code]

Dear [Customer's Name],

Subject: Maintenance Reminder for Your Peterbilt Truck

We hope this message finds you well. As part of our commitment to ensuring the longevity and performance of your Peterbilt truck, we would like to remind you that it is time for your scheduled maintenance.

**\*\*Maintenance Details:\*\***

- **\*\*Truck Model:\*\*** [Model Name/Number]

- **\*\*Last Service Date:\*\*** [Last Service Date]

- **\*\*Recommended Service Date:\*\*** [Next Service Due Date]

Regular maintenance is essential to keep your truck running efficiently and to prevent any unexpected breakdowns. Our certified technicians are here to provide you with top-notch service and support.

To schedule your maintenance appointment, please contact us at [Phone Number] or [Email Address]. We look forward to assisting you and keeping your truck in peak condition.

Thank you for choosing JX Peterbilt.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]