

Quick Temporary Driver Assignment

Subject: Temporary Driver Assignment

Hi [Driver Name],

Hope this email finds you well. We need your services as a temporary driver from [Start Date] to [End Date] due to our regular driver's absence.

Rate: [Amount] per day

Vehicle: [Vehicle Details]

Working hours: [Time Details]

Contact person: [Name and Phone]

If you're available, please confirm ASAP. Looking forward to working with you again.

Thanks,

[Name]

[Contact Information]

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