

Service Upgrade Notification

Dear [Customer's Name],

We are excited to inform you that we are upgrading our services to better meet your needs. Starting from [Effective Date], your current plan will be upgraded to [New Plan Name] at no additional cost to you.

This upgrade includes the following enhancements:

- [Feature 1]
- [Feature 2]
- [Feature 3]

If you have any questions or would like to discuss your upgraded service, please feel free to contact us at [Contact Information]. Thank you for being a valued customer!

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]