

Notification of Adjustment in Billing Cycle Preferences

Dear [Customer Name],

We hope this message finds you well. We would like to inform you that your billing cycle preferences have been successfully updated as per your request.

Your new billing cycle will take effect starting [Start Date]. The details of your adjusted billing cycle are as follows:

- Billing Cycle: [New Billing Cycle]
- Next Billing Date: [Next Billing Date]
- Amount Due: [Amount Due]

If you have any questions or require further assistance, please do not hesitate to contact our customer service team at [Customer Service Phone Number] or [Customer Service Email].

Thank you for choosing [Your Company Name].

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]