

# Dear [Member's Name],

We hope this message finds you well. We are writing to inform you about an update to our membership fee structure effective [Effective Date].

Due to [reason for fee update], the new membership fee will be [New Fee Amount]. This change will help us continue providing you with the best services and benefits.

We appreciate your understanding and continued support. If you have any questions or concerns regarding the updated fee, please do not hesitate to reach out to us.

Thank you for being a valued member.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]