

Date: [Insert Date]

Dear [Customer's Name],

We hope this message finds you well. We are writing to inform you that your [Service Name] subscription is set to expire on [Expiration Date]. To ensure uninterrupted service, we encourage you to renew your subscription before this date.

Here are the details of your current plan:

- Service: [Service Name]
- Subscription Period: [Current Subscription Period]
- Renewal Cost: [Renewal Cost]

You can renew your subscription easily by visiting our website or contacting our support team. If you have any questions or need assistance, please do not hesitate to reach out.

Thank you for your continued support!

Sincerely,

[Your Company Name]

[Your Contact Information]