

Membership Ending Notification

Dear [Member's Name],

We hope this message finds you well. This is a friendly reminder that your membership with [Organization/Company Name] is set to expire on [Expiration Date].

If you wish to continue enjoying the benefits of your membership, we encourage you to renew before the expiration date. Please visit our website or contact us at [Contact Information] for renewal options.

Thank you for being a valued member of our community.

Sincerely,

[Your Name]

[Your Position]

[Organization/Company Name]

[Contact Information]