

Membership Level Downgrade Notification

Dear [Member's Name],

We hope this message finds you well. We are reaching out to inform you of an important update regarding your membership status with us.

Effective [Date], your membership level will be downgraded from [Current Level] to [New Level]. This decision is based on [reason for downgrade, e.g., lack of activity, request from the member, etc.].

As a [New Level] member, you will continue to enjoy several benefits, including:

- [Benefit 1]
- [Benefit 2]
- [Benefit 3]

We value your membership and are here to support you. Should you have any questions or wish to discuss this matter further, please feel free to contact us at [contact information].

Thank you for being a part of our community.

Warm regards,

[Your Name]

[Your Title]

[Company/Organization Name]