

Subscription Customization Guide

Dear [Customer Name],

Thank you for choosing [Service Name]. We are pleased to provide you with a guide to customize your subscription according to your preferences.

Step 1: Log in to Your Account

Visit our website and log in using your credentials. If you have forgotten your password, please use the "Forgot Password" option to reset it.

Step 2: Access the Subscription Settings

Once logged in, navigate to the "Account Settings" section and select "Subscription Preferences."

Step 3: Customize Your Subscription

You can adjust the following settings:

- **Billing Cycle:** Choose between monthly or annual billing.
- **Notification Preferences:** Select if you want to receive emails or SMS notifications.
- **Content Selection:** Pick the types of content you would like to receive.

Step 4: Save Changes

After customizing your settings, click the "Save Changes" button to apply your preferences.

If you encounter any issues, feel free to reach out to our customer support team at [Support Email].

Best regards,
[Your Name]
[Your Title]
[Company Name]
[Company Contact Information]