

# Important Notice: Cloud Storage Capacity Alert

Dear [User's Name],

We hope this message finds you well. We are reaching out to inform you that your cloud storage account is nearing its full capacity. Currently, you have utilized [X%] of your total storage limit.

To ensure uninterrupted access to your files and a smooth experience, we recommend taking one of the following actions:

- Upgrade your storage plan to increase your available space.
- Review and delete any unnecessary files or data.
- Archive old files to an external storage solution.

If you have any questions or need assistance, please do not hesitate to contact our support team.

Thank you for using our cloud storage service.

Best regards,

[Your Company Name]

[Your Contact Information]