

Price Adjustment Notification

Date: [Insert Date]

To: [Client Name]

[Client Company Name]

[Client Address]

Dear [Client Name],

We hope this message finds you well. We are writing to inform you about an upcoming adjustment to our pricing for the technology services we provide. This decision was made in light of [brief explanation of reasons, e.g., increased operational costs, inflation, enhanced services].

Effective [Effective Date], the new pricing structure will be as follows:

- [Service 1]: [New Price]
- [Service 2]: [New Price]
- [Service 3]: [New Price]

We value our partnership with you and remain committed to delivering high-quality service. If you have any questions or need further clarification regarding this adjustment, please do not hesitate to reach out to us.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]