

Service Rate Change Notification

Date: [Insert Date]

Dear [Client's Name],

We hope this message finds you well. We would like to inform you of an upcoming change to our service rates, effective [Insert Effective Date].

Due to [reason for rate change, e.g., increased operational costs, enhanced services], we find it necessary to adjust our rates to continue providing you with the highest level of service.

The new rates are as follows:

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

We understand that price changes can be difficult, and we want to assure you that we remain committed to delivering exceptional value and quality in all our services.

If you have any questions or would like to discuss this further, please feel free to reach out to us at [Contact Information].

Thank you for your understanding and continued partnership.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]