

Product Discontinuation Notification

Date: [Insert Date]

Dear [Service Provider's Name],

We hope this message finds you well. We would like to inform you that, after careful consideration, we have decided to discontinue [Product Name] effective [Discontinuation Date].

This decision was made to focus our resources on enhancing our core offerings and to better serve our clients' needs. We understand that this product has been valuable, and we sincerely apologize for any inconvenience this may cause.

We encourage you to transition to our other products, namely [List Alternative Products], which we believe will serve you effectively. Our team is here to assist you during this transition and answer any questions you may have.

Thank you for your understanding and continued partnership.

Best regards,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]