

# Consulting Report Amendment Notification

Date: [Insert Date]

To: [Consultant's Name]

[Consultant's Address]

[City, State, Zip Code]

Dear [Consultant's Name],

We hope this message finds you well. We are writing to inform you of amendments made to the consulting report titled "[Insert Report Title]" originally submitted on [Insert Submission Date].

The following revisions have been made:

- [Detail of Amendment 1]
- [Detail of Amendment 2]
- [Detail of Amendment 3]

These amendments aim to enhance the clarity and effectiveness of the report. An updated version of the report has been attached for your review.

Thank you for your understanding and cooperation. If you have any questions or require further clarification, please do not hesitate to reach out.

Best regards,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]