

Service Pricing Structure Clarification

Date: [Insert Date]

Client Name: [Insert Client Name]

Client Address: [Insert Client Address]

Dear [Client Name],

We hope this message finds you well. We are writing to provide clarification regarding our service pricing structure to ensure transparency and understanding.

Pricing Overview

- **Service Type 1:** [Description] - \$[Price]
- **Service Type 2:** [Description] - \$[Price]
- **Service Type 3:** [Description] - \$[Price]

Additional Details

Any additional charges may apply based on [specific conditions, if applicable]. For instance:

- Late fees: \$[Amount] after [number] days
- Cancellation fees: \$[Amount] if canceled within [duration]

We value your business and are committed to providing you with the best service possible. If you have any questions or require further clarification, please do not hesitate to reach out.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]