

# Monthly Service Subscription Contract Clarification

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to clarify certain aspects of our monthly service subscription contract signed on [Insert Date of Contract]. As we begin our partnership, I want to ensure that both parties have a clear understanding of the terms associated with the services rendered.

## Contract Details

- **Start Date:** [Insert Start Date]
- **End Date:** [Insert End Date]
- **Monthly Fee:** [Insert Amount]
- **Services Included:** [List Services]
- **Payment Terms:** [Insert Payment Terms]

If there are any discrepancies or further clarifications needed, please do not hesitate to reach out. I appreciate your attention to this matter and look forward to a successful collaborative effort.

Thank you for your time.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]