

# Notification of Amended Billing Terms

Dear [Service User's Name],

We hope this message finds you well. We are reaching out to inform you of recent amendments to our billing terms that will take effect on [Effective Date].

## Amended Terms:

- **Payment Due Date:** [New Due Date]
- **Late Payment Fee:** [Details of Late Payment Fee]
- **Accepted Payment Methods:** [List of Accepted Payment Methods]

We encourage you to review these changes carefully. Should you have any questions or concerns, please do not hesitate to reach out to our customer service team at [Customer Service Contact Information].

Thank you for your understanding and continued support.

Sincerely,

[Your Company Name]

[Your Company Contact Information]