

Annual Fee Notification

Dear [Customer's Name],

We hope this message finds you well. This is a friendly reminder that your annual fee of [Amount] will be charged on [Date].

Please ensure that your payment details are up to date to avoid any service interruptions.

If you have any questions or require assistance, please do not hesitate to contact us at [Contact Information].

Thank you for your immediate attention to this matter.

Best regards,

[Your Company Name]

[Your Company Contact Information]