

# Notice of Modified Billing Periods

Dear [Customer Name],

We hope this message finds you well. We are writing to inform you of a modification to your billing periods effective [Start Date].

From this date forward, your billing periods will be adjusted as follows:

- New Billing Period Start Date: [New Start Date]
- New Billing Period End Date: [New End Date]
- New Billing Amount: [New Amount]

Please note that this change will help us streamline our billing process and improve our service to you. If you have any questions or concerns regarding this change, please do not hesitate to contact our customer service department at [Customer Service Phone Number] or [Customer Service Email].

Thank you for your understanding and continued support.

Sincerely,

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]

[Your Company Email]