

Dear Valued Client,

We hope this message finds you well. We are writing to inform you of an important update regarding our pricing.

Effective **[Effective Date]**, there will be a revision in our prices due to **[reason for price change]**. We want to assure you that we have worked diligently to keep these adjustments to a minimum while continuing to provide you with the highest quality services/products.

The new pricing structure is as follows:

- **[Product/Service Name 1]:** [New Price]
- **[Product/Service Name 2]:** [New Price]
- **[Product/Service Name 3]:** [New Price]

If you have any questions or concerns regarding this change, please do not hesitate to contact us at **[Contact Information]**. We appreciate your understanding and continued partnership.

Thank you for your ongoing support.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]