

# Product Cost Modification Notice

Date: [Insert Date]

To: [Customer Name]

[Customer Address]

Dear [Customer Name],

We hope this message finds you well. We are writing to inform you of a modification in the pricing of our product, [Product Name].

Effective [Effective Date], the new cost for [Product Name] will be [New Price]. This change is necessary due to [brief reason for price change, e.g., increased production costs, supplier price adjustments, etc.].

We value your business and appreciate your understanding regarding this modification. For any queries or further information, please feel free to reach out to us at [Contact Information].

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]