

Important Notice: Service Phase-Out

Dear [Customer Name],

We hope this message finds you well. We are writing to inform you of an important update regarding your subscription to [Software Name].

As part of our ongoing commitment to providing the highest quality service, we have made the decision to phase out [specific service/features] effective [phase-out date]. This change allows us to focus on enhancing our core offerings and developing new features to better serve our customers.

We understand that this may impact your current usage, and we want to assure you that we are here to support you during this transition. We encourage you to explore alternative solutions that may suit your needs, and our support team is available to assist you in this process.

We appreciate your understanding and support as we make this change. If you have any questions or need further assistance, please do not hesitate to reach out to us at [contact information].

Thank you for being a valued customer.

Sincerely,
[Your Company Name]
[Your Name]
[Your Title]
[Your Contact Information]