

# Notification of Changes in Author Royalty Policy

Date: [Insert Date]

Dear [Author's Name],

We hope this message finds you well. We are writing to inform you about important changes to our author royalty policy that will take effect on [Effective Date].

As part of our commitment to transparency and fairness, we have reviewed our current royalty structure and made updates to better align with market standards and to ensure the sustainability of our publishing efforts.

Key changes include:

- Adjustment of royalty rates for digital sales from [Old Rate] to [New Rate].
- Implementation of a new tiered approach for print sales, which will benefit our top-selling authors.
- Changes to the payment schedule, moving from quarterly to monthly distributions for increased cash flow.

We value your contributions and are committed to supporting your success as an author. Should you have any questions or concerns regarding these changes, please do not hesitate to reach out to us directly.

Thank you for your understanding and continued partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]