

Dear [Author's Name],

We hope this message finds you well. We would like to inform you about an update to our book agreement regarding your title, "[Book Title]." This update will take effect on [Effective Date].

The following changes have been made:

- [Change 1]
- [Change 2]
- [Change 3]

Please review the updated agreement and let us know if you have any questions or concerns by [Response Deadline]. We appreciate your understanding and cooperation.

Thank you for your continued partnership.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]