

Disclosure of Elevated Service Fees

Date: [Insert Date]

To: [Insert Recipient's Name]

[Insert Recipient's Address]

Dear [Insert Recipient's Name],

We hope this letter finds you well. This communication is to inform you of an upcoming change regarding our service fees.

As a valued customer, we appreciate your loyalty and want to ensure that you are aware of the elevated service fees that will take effect on [Insert Effective Date]. The new service fees are as follows:

- [Service 1: New Fee]
- [Service 2: New Fee]
- [Service 3: New Fee]

We understand that changes in fees can be concerning, and we are here to provide you with additional support and information regarding this update. If you have any questions or wish to discuss this matter further, please do not hesitate to reach out to us at [Insert Contact Information].

Thank you for your understanding and continued support. We look forward to serving you.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]