

Service Level Agreement Revision Notification

Date: [Date]

To: [Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

Dear [Recipient Name],

We hope this message finds you well. We are writing to inform you that we have made revisions to the existing Service Level Agreement (SLA) between [Your Company Name] and [Recipient's Company Name].

The changes reflect our commitment to providing the highest quality of service and to adapting to the evolving needs of our partnership.

Key revisions include:

- [Revision 1: Description]
- [Revision 2: Description]
- [Revision 3: Description]

We believe these updates will enhance our service delivery and further strengthen our collaboration.

A copy of the revised SLA is attached for your review. We encourage you to reach out with any questions or concerns regarding these changes.

Thank you for your continued partnership.

Best regards,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]